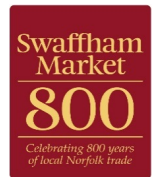




Swaffham Town Council

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PLEASE REPLY TO: Richard Bishop, Town Clerk **e-mail:** townclerk@swaffhamtowncouncil.gov.uk

SWAFFHAM TOWN COUNCIL – NOTICE

Councillors are hereby summoned to a meeting of the Full Council (Finance), to be held on **Monday, 22nd January 2018 at 6.30 p.m.** at the Town Hall, Swaffham.

(NOTE: In the case of non-members, this agenda is for information only.)

DECLARATIONS OF INTEREST

Councillors please note that members are asked at the relevant point on the agenda to declare any interests they may have in any items on the agenda. Declarations include the nature of the interest, and whether it is a personal or disclosable pecuniary interest.

Richard Bishop

Town Clerk

Summons issued on 16th January 2018

AGENDA

1. To receive **APOLOGIES FOR ABSENCE.**
2. To receive **DECLARATIONS OF INTEREST – for items included on the Agenda.**
3. To receive & approve **MINUTES:**
 - 3.1. ****Full Council Finance meeting held on 30th October 2017.**
4. To consider **FINANCIAL REPORT from the RFO:**
 - 4.1. ****Accounts to 30th November 2017 for Income & expenditure analysis 2017-18.**
 - 4.2. ****To receive and consider estimate to replace polycarbonate panels in the bus shelters.**
 - 4.3. ****To receive and consider brief report from Town Clerk in respect of replacing damaged panel of Tourist Signs near the Buttercross.**
5. To receive and consider **annual Policy review of Policies as listed below:**
 - 5.1. **** Employer's Pension Policy – Exercise of Discretionary Powers.**
 - 5.2. **** (M) 003 Members Allowance Policy.**
 - 5.3. **** (C) 005 Code of Conduct.**
 - 5.4. **** Freedom of Information – Model Publication scheme**
6. To receive and consider a **BUDGET presentation by the Town Clerk for the forthcoming year, including strategic budget for 2017-20. To also debate and consider recommendations and issues identified in the Budget Report in each cost centre, including setting the Precept for 2018-19.**
 - 6.1. *Un-earmarked Capital Reserves*
 - 6.2. *Earmarked Capital Reserves*
 - 6.3. *Earmarked Revenue Reserves*
 - 6.4. *Town Hall*
 - 6.5. *Administration & Miscellaneous*
 - 6.6. *Market*
 - 6.7. *Northwell Pool*
 - 6.8. *Allotments*
 - 6.9. *Toilets & TIC*
 - 6.10. *Cemetery & Churchyard*
 - 6.11. *Open Spaces*
 - 6.12. *Amenity & Agency*
 - 6.13. *Precept*
7. To confirm date of the next Full Council Finance meeting on **Mon 16th April 2018 at 6.30pm.**