



TOWN CLERK – MS LOUISE BAREHAM  
Alexander Centre, Preston Street, Faversham, Kent, ME13 8NY  
Telephone: 01795 503288 Email: Louise.Bareham@favershamtc.co.uk

11 May 2018

**TO: ALL MEMBERS OF FAVERSHAM TOWN COUNCIL'S  
POLICY & FINANCE COMMITTEE**

Mayor Cllr S Campbell, Deputy Mayor Cllr T Abram, Councillors E J  
Wilcox, A Walker, N Kay, M Cosgrove, G Wade, C Belsom

Dear Committee Member

**YOU ARE HEREBY INVITED TO ATTEND** a meeting of Faversham Town Council's Policy and Finance Committee to take place at **5pm** on Wednesday 16 May in the **Guildhall**, Faversham when the following business will be transacted.

Yours sincerely

*Louise Bareham*

Louise Bareham PSLCC  
Town Clerk

#### **AGENDA**

- 1. Election of a Chair**  
To elect a Chair for the Civic Year 2018 to 2019
- 2. Apologies for absence**  
To receive apologies for absence
- 3. Declarations of Interest**  
To receive any Declarations of Interest for items on the agenda
- 4. Minutes of the Previous Meeting and Matters Arising**  
To consider any Matters Arising from the Minutes of 18 April, which are not listed elsewhere on the agenda
- 5. Standing Orders**  
To review Standing Orders
- 6. Financial Regulations**  
To review Financial Regulations

- 7. Guildhall Quinquennial Report**  
To consider the report
- 8. People & Places Business Support Report**  
To consider the report and next stage
- 9. Response to Looking Ahead**  
Formal response to Swale Planning Document, Looking Ahead
- 10. Strategic Plan**  
To review and update Strategic Plan. Identify and assess risks, recording any risks associated with actions and decisions taken or considered during the forthcoming year that could have financial or reputational consequences.
- 11. Quality Council**  
To consider the application of Quality Gold Status
- 12. Date of Next Meeting**  
18 July 2018