



TOWN CLERK – MS LOUISE BAREHAM
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17 September 2019

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

Cllr K Barker	Cllr C Belsom	Cllr A Hook
Cllr D Knights	Cllr T Martin	Cllr J Saunders
Cllr E Thomas	Cllr B J Martin	Cllr J Irwin
The Mayor, Cllr A Reynolds		

Dear Committee Member

YOU ARE HEREBY INVITED TO ATTEND a meeting of Faversham Town Council's Policy and Finance Committee to take place at 7.30pm on Tuesday 24th September in the Guildhall, Faversham when the following business will be transacted.

Yours sincerely

Louise Bareham

Louise Bareham PSLCC
Town Clerk

AGENDA

1. Apologies for absence
To receive apologies for absence
2. Declarations of Interest
To receive any declarations of interest for items listed on the Agenda
3. Minutes of the Previous Meeting and Matters Arising
To receive the minutes of the previous meeting and consider any matters arising

4. **12 Market Place**
To provide an update and agree actions
5. **Creek Jetty**
To receive an update on progress
6. **Planning Committee**
To review options for planning advice to the Planning Committee and make recommendations to the Town Council
7. **New Model Financial Regulations**
To review the proposed draft Financial Regulations from Cllr Barker and the Town Clerk and make recommendations to Full Council
8. **Risk Assessment**
To review the Risk Assessment and Management Strategy
9. **Budget Proposals**
To review the proposed budget timetable
10. **Delegated Authority**
To review and make recommendations to the Town Council on the Policy & Finance Committee's delegated authority and terms of reference

To review the Scheme of Delegation
11. **Sports Council**
To agree the contents and recipients of draft letter
12. **Annual Meeting of the Town**
The Local Government Act 1972 Schedule 12, Section 14(1) states "*the parish meeting of the parish shall assemble annually on some day between 1st March and 1st June, both inclusive, in every year*". The Town Clerk requests that, in future, the Annual Meeting of the Town is held on a date in either March or April, rather than May.
13. **Any Other Business**
Items not listed on the agenda for future consideration