



TOWN CLERK – MS LOUISE BAREHAM  
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19 October 2020

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

The Mayor, Cllr A Reynolds	Cllr K Barker	Cllr A Hook
Cllr B J Martin	Cllr T Martin	Cllr J Saunders
		Cllr J Irwin

Dear Committee Member

**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of Faversham Town Council's Policy and Finance Committee to take place at 7pm on Monday 26 October when the following business will be transacted.

Yours sincerely

*Louise Bareham*

Louise Bareham PSLCC  
Town Clerk

**AGENDA**

1.	<b>Apologies for Absence</b> To receive apologies for absence
2.	<b>Declarations of Interest</b> To receive any declarations of interest for items listed on the Agenda
3.	<b>Minutes of the Previous Meeting and Matters Arising</b> To receive the Minutes and consider any matters arising
4.	<b>Expenditure Against Budget Report</b> To review the Second Quarter Expenditure Against Budget Report
5.	<b>Month End Financial Report</b> To review month end reports for September 2020
6.	<b>WIP Report</b> To review the latest WIP Report

7.	<b>Supporting the Renewal of the Town Offer</b> To receive an update report and recommendations
8.	<b>Community Grants</b> To receive an update on applications and confirm allocation procedure
9.	<b>Visitor and Events Development Officer</b> To receive the WIP report
10.	<b>FTC Website</b> To receive an update on new website
11.	<b>Ethical Procurement Report</b> To receive the report on ethical procurement.
12.	<b>Items for Report</b> Information or items for next agenda
	<b>Date of Next Meeting</b> 23 November 2020, 7pm

## Link to live meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/83222335628?pwd=RG8wcGJYZWpYbnJyYzY1M0lEdnRMZz09>

Meeting ID: 832 2233 5628

Passcode: 402337

One tap mobile

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