



TOWN CLERK – MS LOUISE BAREHAM  
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6<sup>th</sup> December 2021

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

Cllr Barker  
Cllr Rowlands  
Cllr T Martin

Cllr Saunders  
Cllr Cavanagh

Cllr Hook  
Cllr Henderson

Dear Committee Member

**YOU ARE HEREBY SUMMONED TO ATTEND** a meeting of Faversham Town Council's Policy and Resources Committee to take place at The Guildhall on Monday 13<sup>th</sup> December 2021 at 7.30pm when the following business will be transacted.

Yours sincerely

*Louise Bareham*

Louise Bareham FSLCC  
Town Clerk

A maximum of 15 minutes to be allowed to receive public questions and comments on items on the Agenda.

## 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 and consider any matters arising
- 4. Accountancy Package**  
To review the current accountancy package RBS against Scribe. (tabled)
- 5. Draft Annual Action Plan 2022-2023**  
To review the draft Annual Action Plan

6. **Draft Budget Report**  
To consider the Draft Budget Report
7. **Meetings and Committee Review 2022-2023**  
To consider the draft committee structure report
8. **Items for Report**  
Information or items for next agenda