



Faversham
TOWN • COUNCIL

TOWN CLERK – MS LOUISE BAREHAM
12 Market Place, Faversham, Kent, ME13 7AE
Telephone: 01795 503288 Email: Louise.Bareham@favershamtowncouncil.gov.uk

11th April 2023

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

Cllr Barker
Cllr Rowlands

Cllr Saunders
Cllr T Martin

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 17th April 2023 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 of the Policy and Resources Committee dated 20th March 2023 and consider any matters arising

4. **Annual Governance and Accountability Return 2021-22**
To receive the Final Report from PKF Littlejohn
5. **Statement of Internal Control**
To consider the draft Statement of Internal Control and make recommendations.
6. **Risk Assessment and Management Strategy**
To consider the draft Risk Assessment and Management Strategy and make recommendations
7. **End of Year Reports**
To receive the End of Year Financial Reports for 2022-23
8. **Stock and Asset Register**
To consider the Stock List (Faversham Charters Merchandise) and Asset Register to 31st March 2023
9. **Draft Meeting Calendar**
To consider the draft meeting calendar for 2023-24 and make recommendations.
10. **Insurance Claim**
To receive verbal notification of potential insurance claim.
11. **Matters for Report**
Items for future agenda

Join Zoom Meeting

<https://us02web.zoom.us/j/88405020860?pwd=d1BOQ0ZQWWWhHSXVHMmRzVG9vQzFBZz09>

Meeting ID: 884 0502 0860

Passcode: 268310