



TOWN CLERK – MS LOUISE BAREHAM
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25th November 2024

To All Members of Faversham Town Council's Policy & Resources Committee

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 2nd December 2024 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**
To receive the Minutes of the Policy and Resources Committee dated 4th November 2024.
- 4. Monthly Reports**
To receive Month 7 reports and matters arising from previous month.
- 5. Interim Audit Report**
To receive the Internal Auditor's 6-month report (Tabled)
- 6. Newsletter Advertising**
To consider the report on newsletter advertising

7. **Councillor ID Badges**
To consider the report on ID badges.
8. **DBS Checks**
To consider the report and recommendations.
9. **Welcome Letter to Residents**
To review the welcome letter
10. **Matters for Report**
Items for the next agenda