



TOWN CLERK – MS LOUISE BAREHAM
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27th May 2025

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 June 2025 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. **Election of a Chair and Vice Chair**
To receive nominations for the Chair and Vice Chair.
2. **Apologies for Absence**
To receive apologies for absence
3. **Declarations of Interest**
To receive any declarations of interest for items listed on the Agenda
4. **Minutes of the Previous Meeting and Matters Arising**
To receive the Minutes of the Policy and Resources Committee dated .
5. **Terms of Reference**
To review the committee's terms of reference.
6. **Monthly Reports**
To receive Month 1 report

7. **Regular Payments**
To approve the list of regular payments.
8. **Standing Orders**
To review the Standing Orders 2025.
9. **Financial Regulations**
To review and adopt the new model Financial Regulations 2025.
10. **IT Policy**
To review and adopt the IT Policy.
11. **Grant Policy and Grant Applications**
To review the grant policy and agree the timeline for community grant applications for 2025/26. To agree the timeline for accepting applications.
12. **Internal Auditor's Year End Report**
To note and accept the Year End Report and confirm the AGAR for approval by full council (tabled)
13. **Cyber Insurance**
To consider the need for cyber insurance.
14. **Strategic Working Group**
To agree membership and terms of reference (Tabled)
15. **Matters for Report**
Items for future agenda