Faversham
TOWN • COUNCIL

26th October 2026

TO: ALL MEMBERS OF FAVERSHAM TOWN COUNCIL POLICY AND RESOURCES COMMITTEE

Cllr R Crayford, Cllr A Eyre, Cllr C Gibson, Cllr B Martin, Cllr C Martin (Chair), Cllr J Rowlands, Cllr J Saunders

Dear Councillor

YOU ARE HERBY SUMMOND TO ATTEND a Meeting of Faversham Town Council Policy and Resources Committee to be held in the Town Hall on Monday 2nd November 2026 at 7.30pm, for the purpose of considering and resolving the business to be transacted as set out in this agenda. The meeting will be hybrid and members of the public may attend remotely.

Yours sincerely,

Adrienne Begent

Adrienne Begent, Interim Town Clerk

The Chair will allow a maximum of 15 minutes for Members of the Council to receive public questions and comments on items on the agenda. A member of the public shall not speak for more than 3 minutes during the public session. When providing your name and address prior to addressing the meeting, please confirm or otherwise, that you consent to your personal details being recorded in the minutes. Your personal data will be processed as directed by GDPR Article 5. At the start of the meeting the Mayor will confirm if all or part of the meeting is being filmed or audio. The whole of the meeting can be recorded, except where there are confidential or exempt items. If any member of the public has an objection to being filmed recorded, please make yourself known to the Mayor or the Town Clerk before the start of the meeting.

1. **Apologies for Absence**

   To receive and approve apologies for absence and any substitutions

2. **Declarations of Pecuniary and Non-Pecuniary Interests**

   Members who have an interest to declare must declare the existence and nature of it at the start of the meeting and act in accordance with the Council's Code of Conduct (s27 Localism Act 2011).

3. **Minutes of Previous Meeting**

   To receive the minutes of previous Policy and Resources Committee meeting (5th October) and any matters arising

4. Monthly Reports

To note monthly reports

a) Detailed Balance Sheet *Tabled*
b) Detailed Income & Expenditure by Budget Heading *Tabled*

5. RFO Report

To receive and consider the RFO's report and recommendations *Tabled*

6. Policies

a) To review the Complaints Policy

b) To review the Robe Wearing Protocol

7. Councill Apologies

Review the process for considering Councillor apologies for absence (Referred from Town Council (14.09/26)) *Paper 1*

8. Interim Internal Audit

To receive and consider the Internal Audit Report for Financial Year Ended 31 March 2027 *Attached*

9. Budget 2027 – 28

To receive and consider the draft budget 2027-2028 *Tabled*

10. Guildhall Wedding Hire Review

To receive and consider the Guildhall Wedding Hire Review *Paper 2*

11. Items for Report

To note future agenda items