



Redenhall with Harleston Town Council

Clerk: Mrs. L. Ling
Chairman: Mr B. Woods

Notice of Meeting

To members of the Public and Press

You are cordially invited to attend a meeting of **Redenhall with Harleston Town Council's Finance Committee** which will be held at the Council Offices, Memorial Leisure Centre on **Tuesday 7th February 2017 at 6.30pm** to consider the business detailed below and there will be an opportunity for public participation after agenda item 12

Signed: *Lynda Ling*
Town Clerk

Date: 1st February 2017

AGENDA

1. Welcome.
2. To receive and accept apologies from members unable to attend.
3. To receive any declarations of pecuniary or other interests in particular matters to be raised at this meeting.
4. To approve the minutes of the meeting held on Tuesday 10th January 2017
5. Matters arising
6. To consider the way forward with regard to the council reserves and any agreed action
7. To resolve to agree to pay Pauline James for professional advice relating to year end accounts and any agreed action
8. To resolve to recommend to full council the adoption of the annual review of effectiveness of internal control.
9. To note the 1% pay increase from 1st April 2017
10. To consider introducing a policy of charging a non-fundable deposit for use of council services/hire and any agreed action
11. To discuss adopting a policy for unpaid invoices and any agreed action
12. To discuss a recommendation from the Recreation Committee for a pedestrian footpath from Wilderness Lane onto the recreation grounds and any agreed action

The meeting will be adjourned for public participation for items to be discussed on the agenda only

13. To confirm the date of the next meeting: Tuesday 7th March 2017 at 6.30pm

Memorial Leisure Centre, Wilderness Lane, Harleston, Norfolk. IP20 9DD
Telephone: 01379 854519, email: harlestontc@harlestontowncouncil.co.uk
<http://www.harlestontowncouncil.co.uk>

Office Hours: Monday, Tuesday & Friday 9.30am to 1pm and Wednesdays 1pm to 5pm