30 November 2018

**To:** All members

Dear Councillor

You are required to attend a meeting of the **Finance & General Purposes Committee** to be held in the Council Chamber, Town Hall, Frogmore Road, Market Drayton**,** on **Thursday 6 December 2018 at 7.30pm**. The meeting is open to the Press and Public.

Distribution all members

Yours sincerely



Julie Jones

Town Clerk

**AGENDA**

**1.FG PUBLIC SESSION**

Members of the public are invited to question the Council/Committee on local issues, provided they indicate their intention to do so to the Town Clerk by NOON on the day before the meeting. Questions may be answered during this session or deferred for further advice. The Chairman will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public session at the Chairman’s discretion).

Standing Orders will be suspended for fifteen minutes during the

PUBLIC SESSION

**2.FG APOLOGIES**

 To receive apologies for absence.

**3.FG DISCLOSABLE PECUNIARY INTERESTS**

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

**4.FG MINUTES**

To agree the minutes of a meeting of the Finance and General Purposes Committee held on 11 October 2018 (Enclosed).

**5.FG POLICY ON CONTRACTORS**

To consider having a policy to use a contractor if that company has a record of providing satisfactory work for the Town Council.

 **6.FG** **FINANCIAL REPORT**

 To receive the income and expenditure report:

 For the month of October 2018 (attached).

 **7.FG INTERIM INTERNAL AUDIT**

 To agree the half year audit (attached)

 **8.FG REPORTS FROM OUTSIDE BODIES**

 To receive any reports from outside bodies

 **9.FG INFORMATION**

 Election costs (attached)