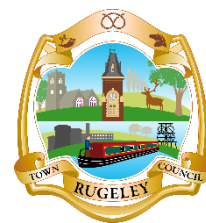


# FINANCE & MANAGEMENT COMMITTEE

Town Clerk: Mrs Hilary Goodreid CiLCA PSLCC  
E: [clerk@rugeleytowncouncil.gov.uk](mailto:clerk@rugeleytowncouncil.gov.uk)



Public and press are invited to **Finance and Management Committee** which will be held at the Council Chamber, Rugeley at **7.30pm on Wednesday 28<sup>th</sup> September 2022** at which the following business will be transacted.

*Please be aware that the start time may be delayed as there are a large number of planning applications being heard at the earlier Planning Committee.*

*Hilary Goodreid*

Mrs H Goodreid  
Town Clerk

## AGENDA

<b>56</b>	<b>Apologies</b> To receive any apologies (through the Clerk in accordance with Standing Orders)
<b>57</b>	<b>Declaration of Personal &amp; Prejudicial interest in any item on the agenda</b> (Note members should notify Monitoring officer within 28 days if not already declared)
<b>58</b>	<b>To receive any requests for dispensation.</b>
<b>59</b> 59.1	<b>Chair to close meeting for public session.</b> Members of the public are invited to address the Council on any issue over which it has a power.
<b>60</b>	<b>Chair to reopen the council meeting.</b>
<b>61</b> 61.1	<b>Minutes</b> To approve the Minutes of Finance and Management Committee held on Wednesday 20 <sup>th</sup> July 2022.
<b>62</b> 62.1	<b>Matters Arising</b> Cllrs to consider updates on matters arising from the previous minutes where they are not on the agenda.
<b>63</b> 63.1	<b>Payments</b> Cllrs to consider approval of the payments received to 28 <sup>th</sup> September 2022.
<b>64</b> 64.1	<b>Income and Expenditure Reports</b> Cllrs to receive the detailed income and expenditure reports for July and August 2022.
<b>65</b> 65.1	<b>Bank Reconciliations</b> Cllrs to receive and consider approving the bank reconciliations for July and August 2022.
<b>66</b> 66.1	<b>Smaller Authorities Audit Appointments (SAAA)</b> Cllrs to consider opting in/out of the SAAA arrangements for external auditors.

<b>67</b> 67.1	<b>Councillor Audit of accounts</b> Cllrs to agree two councillors to attend and examine the accounts in detail as part of good practice.
<b>68</b> 68.1	<b>Civility and Respect Pledge &amp; Dignity at Work Policy</b> Cllrs to consider the attached two documents which could replace a number of the council's current policies.
<b>69</b> 69.1	<b>Breakthrough Communications</b> Cllrs to consider matters in the attached report.
<b>70</b> 70.1	<b>Staffing Matters</b> Councillors to note that following satisfactory appraisals as reported to Full Council on 6 <sup>th</sup> July 2022, where applicable, staff have been moved up one incremental point.
<b>71</b> 71.1	<b>Date of Next meeting</b> The next meeting of the Finance and Management Committee will next meet on Wednesday 26 <sup>th</sup> October 2022.