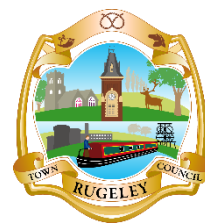


# FINANCE & MANAGEMENT COMMITTEE

Town Clerk: Mrs Sue Buxton CiLCA  
E: [clerk@rugeleytowncouncil.gov.uk](mailto:clerk@rugeleytowncouncil.gov.uk)



Councillors are summoned to **Finance and Management Committee** which will be held at the Council Chamber, Rugeley at **7.30pm on Wednesday 20<sup>th</sup> March** at which the following business will be transacted.

The press and public are welcome to attend.

*Recording, including filming, audio-recording, taking photographs and using other social media platforms is permitted at council meetings which are open to the public – however, anyone wishing to do so must inform a member of staff prior to the meeting.*

*Sue Buxton*

Mrs S Buxton  
Town Clerk

## AGENDA

<b>150</b>	<b>Election chair</b> To elect a new chair following the resignation of the chair	
<b>151</b>	<b>Apologies</b> To receive any apologies (through the Clerk in accordance with Standing Orders)	
<b>152</b>	<b>Declaration of Personal &amp; Prejudicial interest in any item on the agenda</b> <i>(Note members should notify Monitoring officer within 28 days if not already declared)</i>	
<b>153</b>	<b>To receive any requests for dispensation</b>	
<b>154</b>	<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>155</b>	<b>Chair to reopen the council meeting.</b>	
<b>156</b>	<b>Minutes</b> To approve the Minutes of Finance and Management Committee held on Wednesday 21 <sup>st</sup> February 2024	<b>Approved</b>
<b>157</b>	<b>Matters Arising</b> Cllrs to consider updates on matters arising from the previous minutes not on the agenda	
<b>158</b>	<b>Payments</b> Cllrs to consider approval of the payments received to 20 <sup>th</sup> March 2024	<b>To follow</b>

<b>159</b>	<b>Income and Expenditure Reports</b> January to March inclusive reports to be presented in April	
<b>160</b>	<b>Bank Statements</b> February and March bank reconciliations to be presented in April	
<b>161</b> 161.1 161.2 161.3 161.4 161.5 161.6 161.7 161.8	<b>Finance Report</b> VAT update SCRIBE update Water leak test update Bank signatories Christmas chocolates – Ian Hodgson LDD room hire - £10.50 per week, £42.00 per month Application from Church of the Good Shepherd – CIL request Electricity – report from Working party	<b>Clerk's report</b>
<b>162</b>	<b>Items to be considered at the next meeting</b> <ul style="list-style-type: none"> <li>- Visit from prospective internal auditor</li> <li>- Payroll contract</li> <li>- Water usage</li> <li>- Council banking options</li> </ul>	
<b>163</b> 163.1	<b>Date of Next Meeting</b> The next meeting of the Finance and Management Committee will be Wednesday 17 <sup>th</sup> April 2024	
<b>164</b>	<b>Exclusion of the Public</b> To move that the public be excluded because of the likely disclosure of exempt information as defined in Public Bodies (Admissions to Meetings) Act 1960 Section 2	
<b>165</b>	<b>Apologies</b> To receive any apologies (through the Clerk in accordance with Standing Orders)	
<b>166</b>	<b>Declaration of Personal &amp; Prejudicial interest in any item on the agenda</b> <i>(Note members should notify Monitoring officer within 28 days if not already declared)</i>	
<b>167</b>	<b>To receive any requests for dispensation.</b>	
<b>168</b>	<b>Minutes</b> To approve the confidential minutes of the Finance and Management Committee held on Wednesday 21 <sup>st</sup> February 2024	<b>Attached</b>
<b>169</b>	<b>Staff Appraisals and Spinal Column Point increases</b>	<b>Clerk's report</b>
<b>170</b>	<b>Training</b>	<b>Clerk's report</b>
<b>171</b>	<b>RFO – Probationary appointment</b>	<b>Clerk's report</b>