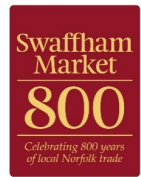




Swaffham Town Council

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PLEASE REPLY TO: Richard Bishop, Town Clerk **E-mail:** townclerk@swaffhamtowncouncil.gov.uk

Swaffham Town Council Full Council Finance

You are hereby summoned to a meeting of a virtual **Finance Full Council meeting** on **Wednesday 27th January 2021** at **6.30pm** using the following link: -

<https://us02web.zoom.us/j/82207513113?pwd=OFhNcnpUQVhpZERTUnhLR3c4VkRsZz09>

Meeting ID: 822 0751 3113 Passcode: 421661

N.B In the case of non-members this agenda is for information only.

Richard Bishop
Town Clerk

Summons issued on 21st January 2021

AGENDA

1 To receive apologies for absence

2 To receive declarations of interest for items on the agenda

To adjourn the meeting to allow any members of the public to address the Finance Committee in a PUBLIC OPEN FORUM (Maximum of 15 minutes)
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3 To receive and consider any urgent items at the Chairman's discretion (prior notification must be received).

4 To receive and agree the Minutes:

4.1 Monday 14th December 2020 – Extraordinary Full Council meeting.

4.2 Wednesday 16th December 2021 – Full Council Finance meeting

5 To report on outstanding actions agreed at the last Finance Committee meeting.

6 To consider Financial Report, issues for consideration and updates from the RFO:

6.1 ****To receive and consider accounts to 31st December 2020 for Income & Expenditure analysis 2020-21 (available from Friday 22nd January 2021)**

6.2 ****To receive and consider Internal Audit report from Auditing Solutions Ltd. (currently being audited remotely, but report is expected before the meeting on 27th Jan)**

- 6.3 To receive and consider concept/criteria of making charitable donations under the Power of General Competence.
- 6.4 ** To receive and consider any further amendments to Draft Budget report debated on 16th December 2020 and finalise budget for 2021-22.
- 6.5 **To receive and consider setting a Precept for 2021-22.
- 6.6 **To receive a report from the Town Clerk in regard to the application to borrow re-Department of Housing, Communities and Local Government (*N.B. this information will be delayed as the Town Clerk is answering final queries via zoom on Monday 25th Jan*)
- 6.7 **To receive a progress report from Greene & Greene Solicitors and to consider whether to proceed with the purchase of the Scared Heart Barn. (*N.B. this matter is in progress*)

7. **ADMISSION TO MEETINGS ACT (PUBLIC BODIES) 1960:
CONFIDENTIAL BUSINESS following the exclusion of the public and the press.**
- 7.1 To receive and consider report from the Town Clerk and Deputy Clerk regarding recent issues relating to a long-term debt, subsequent action taken, responses and behaviour concerns.
- 7.2 To receive and consider outstanding debtors and to confirm subsequent actions.

8. **To agree date for next meeting and items for a future agenda:** Wednesday 27th January 2020, 6.30pm.