



Soham Town Council
PO Box 21
The Walter Gidney Pavilion
Fountain Lane
Soham
Cambridgeshire CB7 9PL
Town Clerk: MJ Strand
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Email: info@soham-tc.gov.uk
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NOTICE OF MEETING: Finance and Policy Committee

TIME: 10:30am

DATE: 3rd July 2023

VENUE: Walter Gidney Pavilion
Fountain Lane Soham CB7 5ED

SOHAM TOWN COUNCIL

To: Members of the Finance and Policy Committee:

You are hereby summoned to attend the Finance & Policy Committee Meeting for the purpose of transacting the business as set out below. Any member not able to attend should send their apologies in before the meeting.

The meeting is open to members of the public (including the press), but is not a public meeting.

Quorum: 3 Members: 5

Mrs MJ Strand

Marilyn Strand, Town Clerk 27th June 2023

AGENDA

FP32/23 APOLOGIES FOR ABSENCE

FP33/23 COUNCILLORS' DECLARATIONS OF INTEREST

FP34/23 APPROVAL OF MINUTES & MATTERS ARISING

a) Finance & Policy Committee meeting held on 6th February 2023.

FP35/23 FINANCIAL MATTERS

- a. To consider and approve replacement part on pavilion boiler, cost £2,000.00.
- b. To consider and approve Allotments Management software package, cost £650.00 +VAT plus £225.00 +VAT per year software support.

FP36/23 GOVERNANCE & POLICIES

- a. To consider and approve Debit Card Policy.
- b. To approve amendment to Financial Regulations re: Debit Card Policy.
- c. To consider and approve Website Accessibility Statement.

FP37/23 STAFFING MATTERS

- a. To agree employment contract for Assistant Clerk.

FP38/23 DATE OF NEXT MEETING

7th August 2023.