



BUNGAY TOWN COUNCIL AGENDA

Governance, Employment and Finance Committee

A meeting will be held on Thursday 27th February 2020 at 7.00 pm at the Riverside Centre, The Staithe, Bungay. NR35 1ET.

All members of the Legal & Finance Committee are hereby summoned to attend the meeting to transact the following business;

Members of the public and press are welcome to attend.

Town Council Members:

Cllr Prior (Chair), Cllr. Lincoln, Cllr. Collins, Cllr. Marshall, Cllr. Richardson, Cllr. Adams.

AGENDA

1. **Apologies for Absence:** To receive any apologies for absence.
2. **Declaration of Interest & Requests for Dispensations:** Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.
3. **Public Forum:**
Members of the public are invited to give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chairman, for no more than 15 minutes. Members of the public may not take part in the Committee meeting itself.
4. **To approve the minutes outstanding for consideration:**
To approve the minutes of the Governance, Employment & Finance Meeting 23rd January 2020.
5. **Bungay Town Council Policies – to review and sign off the following Policies for consideration.**
 - a) Lone Worker Policy
 - b) Social Media Policy
 - c) Whistle Blowing Policy
 - d) Safeguarding Policy.
 - e) Equality & Diversity Policy
6. **To review the Bungay Town Council Asset Register for consideration.**
7. **To confirm Bank Transfer of funds from Deposit account to Current Account for consideration.**
8. **Part Time Assistant Clerk working full Time hours whilst Clerk on holiday - for consideration.**
9. **Kings Head Building – for consideration.**
10. **Bungay Town Council – role for outgoing Mayor – for consideration.**
11. **Grant Application requests:**
 - a. Bungay Festival
 - b. St Edmunds Primary School PTA
12. **Date of next Meeting: - 26th March 2020 for information.**

Jeremy Burton
Town Clerk, Bungay Town Council.
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21ST February 2020