

# Lowestoft Town Council Finance and Governance Committee

For the attention of all Committee Members

You are summoned to attend a meeting of the Finance and Governance Committee of Lowestoft Town Council, which will be a video meeting via Zoom, at 17:00 on 16 April 2020.

**Although this is a summons to the meeting, it is appreciated that not all councillors will be able to participate. Members of the public would be welcome to submit comments regarding any item on the agenda in advance of the meeting. The minutes and all public documents associated with this agenda will be published as usual.**

In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted.

Members of the public accept that their name may be noted and recorded at the meeting. However, their contact details will not be noted and reported publicly.

Councillors must register relevant interests and also declare them at a meeting if they have such an interest in a matter to be considered. Under the Localism Act 2011 a councillor with a **disclosable pecuniary interest** in a matter on the Agenda cannot take part or vote on that matter, unless they have been granted a dispensation. Under the Council's Code of Conduct a councillor must leave the meeting room if they have such an interest, unless they have been granted a dispensation. There may be other interests or matters in which councillors might be considered to be biased or predetermined in which cases they will need to consider whether they should leave the room.

The Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity as part of relevant decisions.

*S S Bendix*

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Shona Bendix, Clerk

7 April 2020

# Lowestoft Town Council

## Meeting of the Finance and Governance Committee

Via Video Meeting  
17:00 on 16 April 2020

### AGENDA

**175. Welcome**

To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public right to report.

**176. To accept apologies for absence from any councillors not in attendance**

**177. Declarations of Interests and dispensations**

177.1. To receive Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from Councillors on items on the Agenda and to note that there are no written requests and grants of dispensations for Disclosable Pecuniary Interests

**175. To note that the minutes of the meeting of 5 March 2020 will be considered at the next appropriate meeting.**

**176. To consider any advance comments from the public on any matters on this agenda**

**177. To note any updates on banking**

**178. Payments:**

178.1. To consider payments for authorisation, including the following:

178.1a. See schedule

178.2. To note the income and expenditure reports for March 2020

178.3. To note payments made under delegated authority (see schedule)

178.4. To note insurance has been reviewed and has been paid under delegated authority by the Clerk

**179. Audit and year end**

179.1. To note progress with preparations for the Internal and External Audits

179.2. To note the year end position and agree the year end figures

**180. Other financial matters, including:**

180.1. To note the latest position with CIL and S106

180.2. To consider the finances for water fountains in parks and acceptance of a grant of £2,000

180.3. To note the current position with the potential sale of a Lowestoft Town Council asset (confidential)

180.4. To note the effect of COVID-19 on the East Suffolk Norse contract (confidential)

**181. Date of the next meeting**

14 May 2020 17:00

**182. Items for the next agenda and close**

**183. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted, namely any employment matters and legal issues relating to the matters on this agenda, including the following:**

183.1. Any legal matters, including those at items including those at 180.3 and 180.4 above as required