

# Framlingham Town Council

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TOWN COUNCIL CHAIR

**Cllr Clive Eastwood**

RESPONSIBLE FINANCIAL OFFICER

**Alan Davidson**  
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**4<sup>th</sup> October 2024**

## **MEMBERS OF THE Finance Committee Committee**

Cllrs Eastwood (Chair), Dean, Higham, Hammond, A Wright and P. Wright  
You are hereby summoned to attend a **Meeting** of the Finance and Human Resources  
**Committee**

to be held on Thursday 10th October 2024  
in the Town Council Meeting Room at **7:00pm**

**Public Attendance:** Members of the public and press are welcome to attend. They will be invited to speak under item 4 of the Agenda.

Please note this meeting may be recorded

Yours Faithfully,

Lydia Kindred  
Deputy Town Clerk.

## **AGENDA**

**Finance Committee to be held on Thursday 10th October 2024 at 7:00pm**

### **1. APOLOGIES:**

Present:

In attendance:

### **2. DECLARATIONS OF INTEREST**

### **3. MINUTES OF PREVIOUS MEETING**

### **4. PUBLIC COMMENT**

### **5. FINANCIAL MATTERS:**

5.1. RFO report including budget and CIL updates

5.2. Contracts:

5.2.1. Pavilion electricity contract renewal

5.2.2. Cemetery electricity de-energised supply

5.2.3. CCR bookings 2025

5.2.4. Mobile phone contract cancelled

5.3. Funding for business events co-ordinator

5.4. RFO holiday arrangements

5.5. RFO billing for system migration and documentation

5.6. Finance regulations

5.7. Small grant applications

### **6. ACTION PLAN:**

6.1. Internal Controls statement update

### **7. REVIEW OF STANDING ORDERS**

### **8. POLICIES REVIEW**

### **9. CORRESPONDENCE**

### **10. OFFICE MATTERS**

### **11. MATTERS OF REPORT OR ITEMS FOR NEXT AGENDA**

### **12. DATE OF NEXT MEETING:**

Full Council meeting at 7pm on 16<sup>th</sup> October 2024

(Finance committee meetings have been replaced by additional full council meetings)