

**PUBLIC NOTICE OF MEETING/ SUMMONS FOR COUNCILLORS**  
**(Members of the public are welcome to attend)**

Dear Councillor

You are hereby summoned to attend the FINANCE & ADMINISTRATION COMMITTEE to be held in the Council Chamber, Council Offices, on THURSDAY 24 OCTOBER 2019 at 8pm at which meeting the following business will be transacted and any other business which may be legally transacted at such a meeting.

**AGENDA**

FA1466/19 Apologies for Absence

FA1467/19 Declarations of Interest

To note declarations of Members personal interests in respect of items on this Agenda.

FA1468/19 Representations from the Public

To hear representations from the public relating to specific items on this agenda in accordance with Standing Order 5.5.

FA1469/19 Minutes

To approve as correct and sign the Minutes of the meeting held on Thursday 12 September 2019.

FA1470/19 Matters Arising

Any matters arising.

FA1471/19 Monthly Accounts

To approve the Monthly Management Accounts and associated expenditure for month 6 (September 2019).

FA1472/19 Office Christmas Expenditure

To approve funding of £120 related to office Christmas expenditure. – see attached.

FA1473/19 Communicating with the Public

To discuss, and if decided, make a recommendation to Council to establish a Working Group to develop a communications and publications strategy – see attached.

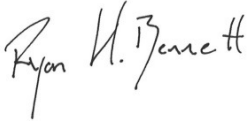
FA1474/19 Budget 2019/20 Review

To review the current year's budget to identify those items of "on going" expenditure that should be considered individually in preparing a budget for 2020-21 – see attached.

FA1475/19 Budget 2020/21

To discuss annual budget proposals for the financial year 1 April 2020 to 31 March 2021 and beyond as necessary – see Budget Schedule v1A dated 16 October attached.

FA1476/19 Closure

A handwritten signature in black ink that reads "Ryan H. Bennett". The signature is written in a cursive style with a large initial 'R' and 'B'.

Ryan Bennett  
Clerk to the Council  
18 October 2019