



RAUNDS TOWN COUNCIL

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22 December 2021

Dear Councillor,

You are summoned to attend a meeting of the Finance and Policy Committee of Raunds Town Council to be held in the **Council Chamber at the Town Hall**, Thorpe Street, Raunds on **Thursday 6th January 2022 at 7.30pm.**

Press and Public welcome however please do advise the Clerk if you are attending to ensure adequate space is made available for social distancing. Masks are mandatory for members of the press and public unless exempt. It is also recommended that you take a COVID test before attending the meeting. Please ensure that you follow all COVID regulations applicable on the day of the meeting.

Mr Steve Beech

Mr Steve Beech
Clerk to the Council.

- 470.21 To Receive Apologies for Absence.**
- 471.21 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.**
- 472.21 Notification of members questions in compliance with the council's standing orders.**
- 473.21 Declarations of Interest.**
COUNCILLORS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND IN THE CASE OF A PECUNIARY ITEM LEAVE THE MEETING FOR THAT ITEM.
- 474.21 Minutes:** To confirm the minutes of the Finance and Policy Committee meeting held 26 October 2021. (Copy via link. Hard copy to follow.)
- 475.21 Bank Reconciliations:** To approve the bank reconciliations. (Copies to follow.)
- 476.21 Payments for Approval:** To approve the payments lists. (Copies to follow.)
- 477.21 Journal Entries:** To review journal entries. (Copies to follow.)
- 478.21 Time Sheets:** To consider introducing staff time sheets to record time spent on specific activities.
- 479.21 Budget Setting 2022/23:** To prepare a budget report to recommend to Full Council for approval. (Details to follow.)

480.21 *The press and public will be excluded from the following agenda item due to the confidential nature of the business under the Public Bodies (Admission to Meetings) Act 1960.*

481.21 Saxon Hall Contract: To receive an update on the Saxon Hall contract.