

06 Market Place, Downham Market, Norfolk PE38 9DE

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Town Clerk: Claire Dornan

You are summoned to attend a meeting of the **Governance & Finance Committee** to be held on **Thursday 19 September 2024 at 7.00pm** to discuss the business on the Agenda below.

The meeting will be held at the Town Hall, Bridge Street, Downham Market PE38 9DW.

Members of the public are invited to attend this meeting.

Yours faithfully

Claire Dornan

Claire Dornan

Town Clerk

13 September 2024

AGENDA

001	To receive Members' apologies for absence
002	To receive Members' Declarations of Interest
003	To agree the minutes of the meeting dated 24 July 2024
004	To receive and agree actions where required:
004.1	July 2024 Bank Reconciliation
004.2	August 2024 Bank Reconciliation
004.3	July 2024 Governance Sample
004.4	August 2024 Governance Sample
004.5	Actual V Budget Report to 31 August 2024
004.6	Bills For Payment
004.7	Bank Statements
004.8	Receipts List
005	To receive the amended new NALC Model Financial Regulations and agree actions
006	To review Bouncy Castle use in Council facilities and agree actions
007	To review Business Continuity and agree actions
008	To discuss expenditure requests outside of budget approval and agree actions
009	To discuss separating the Governance & Finance Committee into two Committees
010	To discuss implementing a Mayor Making Procedure and agree actions
011	To discuss a Cllr Expectations Statement and agree actions
012	To discuss the Council's Business Plan and agree actions

End