

## **SWAFFHAM TOWN COUNCIL**

You are hereby summoned to a Finance & General Purposes Committee meeting of the Town Council held on **Wednesday 5<sup>th</sup> October 2005 at 7.00pm** (*commencing at the conclusion of a Relief in Need meeting*) in the Council Chamber of the Town Hall, Swaffham.

NOTE: In the case of non-members, this agenda is for information only.

Richard Bishop  
**Town Clerk**

### **COMMITTEE CONSISTS OF THE FOLLOWING:-**

**The Mayor** Cllr J. Stockdale    **The Deputy Mayor** Cllr P. Darby

Cllrs C. Baker, D. Butters, P. Buxton, B. Emmerson, A. Greaves, S. Matthews, I. Sherwood

- Summons issued Wed 27<sup>th</sup> September 2005

## **AGENDA**

- 1. To receive APOLOGIES FOR ABSENCE.**
- 2. To receive DECLARATIONS OF INTEREST – for items included on the Agenda.**
- 3. To receive copy of MINUTES of Finance & G.P. meeting held on 27<sup>th</sup> July 2005.**
- 4. To consider QUARTERLY FINANCIAL REPORT from the RFO to include:-**
  - a) *To receive & agree Final Accounts for 2004/05.*
  - b) *To receive report from Internal Auditor.*
  - c) *To receive Receipts & Payments for 1<sup>st</sup> April – 5<sup>th</sup> October 2005.*
  - d) *Any early budget considerations for 2006/07.*
- 5. To consider other financial matters as follows:-**
  - a) *To consider request for Section 137 Grant from Citizens Advice Bureau*