

SWAFFHAM TOWN COUNCIL

You are hereby summoned to a Finance & General Purposes Committee meeting of the Town Council held on **Wednesday 30th JULY 2008 at 7.00pm** in 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:

Mrs. S. Mathews (Mayor, Mr. D. Harman (Deputy Mayor), Mr. D. Butters, Mr. P. Darby, Mr. C. Gunner, Mr. F. Sharpe, Mr. I. Sherwood and Mr. D. Wickerson,

- Summons issued Thursday 24th July 2008

AGENDA

- 1. To receive APOLOGIES FOR ABSENCE.**
- 2. To receive DECLARATIONS OF INTEREST – for items included on the Agenda.**
- 3. To receive & approve MINUTES of Finance & G.P. meeting held on 31st March 2008.**
- 4. To consider QUARTERLY FINANCIAL REPORT.**
 - 4.1. *To receive financial report from the Responsible Finance Officer to include:-*
 - a) *To receive report on Accounts to date (Income & expenditure 2008/09).*
 - b) *To receive report from Internal Auditor.*
 - c) *To receive and discuss approved end of year Accounts to 31st March 2008.*
- 5. To consider financial implications of the following:-**
 - 5.1. *To receive progress report for cash-flow actual and projections 2008/09.*
 - 5.2. *To receive and consider details of overdraft facility.*
 - 5.3. *To receive and consider early budget considerations for 2009/10.*
- 6. To confirm date of NEXT MEETING on Wednesday 1st October 2008 at 7pm.**