



Snodland Town Council

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2 March 2023

Sir/Madam

To Members of the Policy and Resources Committee (Copies to all Council Members)

You are summoned to attend a meeting of the Policy and Resources Committee to be held in the MG Suite, Council Offices, Waghorn Road, Snodland on **Thursday 9 March 2023 at 7.30pm.**

K Sowten

Karen Sowten
Chief Executive

ALL MEETINGS ARE OPEN TO MEMBERS OF THE PUBLIC

| Report Attached | Item No. | Agenda Item |
|--|----------|---|
| | 1. | Apologies for absence |
| | 2. | Declaration of Interests |
| ✓ | 3. | Minutes - To agree the minutes of the meeting held on 19 January 2023 |
| | 4. | Questions from the Public Pursuant to Standing Order 3 e & g Members of the public may make representation, answer questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. A member of the public shall not speak for more than 3 minutes. |
| | 5. | Audit Trail to be given by a Councillor |
| ✓ | 6. | Financial Review |
| ✓ | 7. | To receive an update and put procedures in place in relation to the Councils Audit Plan to assist Councillor Audit Trail |
| ✓ | 8. | To receive an update and consider initial quotations relating to Paddlesworth Road Car Park |
| ✓ | 9. | To consider single quote received for repair and refurbishment work for the Devonshire Rooms. |
| ✓ | 10. | To consider single quote for external repair and refurbishment work for the Pavilion Café. |
| ✓ | 11. | To agree fees and the proposed Internal Audit plan for 2022/23. |
| | 12. | To agree the renewal of licence for the Forest School at Holborough Park for Zoe Evans Childcare |
| | 13. | Correspondence |
| THE COMMITTEE HAS AGREED That in view of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw. | | |
| | 14. | To consider the transfer of the lease on Brooklands Lake Cafe |