



# Snodland Town Council

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16<sup>th</sup> November 2023

Sir/Madam

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

You are summoned to attend a meeting of the Policy and Finance Committee to be held in the MG Suite, Council Offices, Waghorn Road, Snodland on **Thursday 23<sup>rd</sup> November 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 <sup>th</sup> October 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 6.1 Income and Expenditure Report 6.2 Expenditure under delegated authority 6.3 Aged Debtors 6.4 Earmarked Reserve and Capital Reserve Balances
✓	7.	To consider the first draft budget for 2024/25
	8.	Correspondence
<b>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.</b>		
	9.	To receive an update relating to the New Brooklands Café Lease