



'Committed to Improving the Quality of Life in North Hykeham'

North Hykeham Town Council

Town Clerk: Mrs S Green
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14th February 2020

Dear Councillor

Your presence is requested at a meeting of the Finance & Policy Committee to be held in the Committee Meeting Room, Civic Offices, Fen Lane on Thursday, 20th February 2020 at **7.00pm** at which the under mentioned business will be transacted.

Prior to the commencement of the meeting a public forum will be held from 7.00pm for a maximum of 15 minutes where members of the public may ask questions or make short statements to the Council.

Yours faithfully
S E Green

Mrs S Green
Town Clerk to the Council

AGENDA

1. Apologies for absence and acceptance of reasons given
2. Receipt of any Declaration of Members' Interests under the Localism Act 2011
3. Notes of the Committee meeting held on 16th January 2020 to be approved as a true record of minutes
4. Chairman's items
5. Correspondence and Clerks items
6. Management Accounts Review
7. List of Direct Debits
8. Review of Bank Accounts & Savings Accounts
9. Year End Accounts
10. Update and ratification from Business Sub-Committee meeting – standing item
11. Update and ratification from Personnel Sub Committee meeting – standing item
12. **To resolve whether the Council will move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 as amended by section 100 of the local government act 1972 for the following confidential and personnel items**
13. Virement of £3000 from miscellaneous income budget to Consultancy Fees budget to meet necessary consultancy fees
14. Ratification of additional expenditure, under NHTC Financial Regulation 4.7, of £2000 for appointment of independent qualified heating engineer to undertake a Heating Systems Technical Report to a detailed scope of works and cost breakdown at Hykeham Community Hub
15. Notes of the Closed Session of the Committee meeting held on 16th January 2020 to be approved as a true record of minutes
16. Personnel Matters

Office Opening Hours: Monday to Thursday 09.00-15.30
Friday 09.00-15.00