

29 September 2011

Dear Councillor,

The next meeting of the Finance Committee will be held on Tuesday 4 October at 7.30 p.m. at Callicroft House, Rodway Road, Patchway.

The agenda is given below and it is hoped that you will be able to attend.

Yours sincerely,

Town Clerk

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**A G E N D A**

1. "Young Community" Project: Mark Seed, SBCP
2. Apologies for absence
3. Declarations of Interest
4. Minutes of the meeting held on 6 September
5. Matters arising from the minutes:
  - a) Meeting with Patchway Community Association
  - b) Insurance cover for boiler replacement
6. Current financial position
7. Monthly summary of expenditure
8. Joint Burial Committee precept
9. Approval of Internal Audit Plan
10. Grant applications
11. Other financial matters

12. Date of next meeting: Tuesday 1 November