**Finance and Office Committee**

**Tuesday 18 May 2021**

**Main Place, Room 1-2-3**

**6.30 pm - 7.25 pm**

**Agenda**

1. To note apologies
2. To declare interest in items on the agenda
3. To allow dispensations requests
4. To take comment from the public
5. To agree the minutes of 20 April 2021
6. To raise matters arising from 20 April 2021
7. To make recommendation regarding Utility Suppliers by site
8. To make recommendation re lease at 4 Lords Hill
9. To make recommendations re: April 21 in-House Audit
10. To make recommendations re: Town Council Insurance renewal
11. To make recommendation re staff First Aid training
12. To consider any staffing matters

**All Council Meetings are Open to the Public**

**If you wish to take part in this meeting please contact via email:** [**ctcoffice@colefordtowncouncil.gov.uk**](mailto:ctcoffice@colefordtowncouncil.gov.uk) **or tel. 01594 832103**

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