

HAVERHILL TOWN COUNCIL

FINANCE COMMITTEE

Dear Councillor,



You are hereby summoned to attend the meeting of Haverhill Town Council Finance Committee to be held at the Haverhill Arts Centre, High Street, Haverhill, on Tuesday 13th September 2016 commencing at 7.00pm for the purpose of transacting the following business:

CONSTITUTION:	Chair: Town Mayor	D Roach
	Town Councillors:	J Burns
		A Bramwell
		A Brown
		M Byrne
		P Hanlon
		I McLatchy
		B Robbins
		C Turner

This Meeting is open to the Press and Public

AGENDA

1. **Welcome**
2. **Apologies for Absence**
Please notify the office by 5.00 p.m. on the day of the meeting if you are unable to attend.
3. **Declarations of Pecuniary Interest and requests for Dispensations**
Members to declare any interests they may have on the agenda and agree any dispensations to stay.
4. **Minutes of the Last Meeting**
To approve the minutes of the meeting held 12th July 2016.
5. **Matters Arising**
To note actions taken as a result of, and any matters arising from the minutes of the meeting held 12th July 2016.
 - a) Utilities purchasing arrangements
 - b) Inspection of physical assets
 - c) Customer survey – Hartseats Café.

6. Public Forum

For the public to speak on matters within the remit of the Finance Committee.

7. Report from the Responsible Financial Officer

Haverhill Town Council budget report to 31st July 2016

- a. Narrative to Budget Report
- b. Budget Report
- c. Bank Reconciliation
- d. Payments
- e. Debtors and Creditors – Approve write off of Historic Debt
- f. General Report

Report to follow

8. Insurances

To note that the Clerk has met with the insurers to ensure that appropriate cover is secured for 2016/17.

9 Policy- PCI Compliance

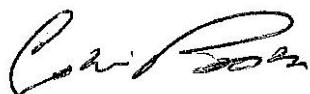
To consider recommending approval of a PCI Compliance Policy to demonstrate compliance with Payment Card Industry data security standards for use of card machines in the arts centre.

Draft to follow

9. Date of Next Meeting

15th November 2016

10. Closure



Colin Poole

Haverhill Town Clerk

Date: 7th September 2016