



**8. Adoption of Committee Reports**

Planning Committee

To move the adoption of the minutes of the Planning Committee meeting held 8<sup>th</sup> June 2004

Leisure & Arts Committee

To move the adoption of the minutes of the Leisure & Arts Committee meeting held 8<sup>th</sup> June 2004

Finance Committee

To move the adoption of the minutes of the Finance Committee meeting held 22<sup>nd</sup> June 2004

Pre-Trustee Committee

To move the adoption of the minutes of the Pre-Trustee Committee meetings held 25<sup>th</sup> May, 1<sup>st</sup> and 15<sup>th</sup> June 2004

**9. Review of Council's Risks**

To consider the recommendations from Finance Committee (see attached report).

**10. To Receive The Internal Auditors Notes on the 2003/2004 Accounts (if available)**

The Council is required to receive, note, and action if required, the comments of the Internal Auditor on the accounts for 2003/2004.

**11. To Sign Off The External Audit Form for the 2003/2004 Accounts**

The Council is required to sign off the form for the External Auditor on the accounts for 2003/2004.

**12. Market Town Healthcheck**

A report on progress and to discuss the Action Plan (previously circulated) and identify the Town Council's role in implementation.

**13. CRB Checks on Councillors**

To note the progress to date and agree the draft Policy (report attached).

**14. Child Protection Policy**

To note and agree the draft Policy (attached).

15. **Newsletter Working Group**

See attached report.

16. **To authorise payments.**

To authorise the following cheque lists:-

<b>Date</b>	<b>Items</b>	<b>Cheque No.s</b>	<b>Value</b>
18.05.04	1-14	000732-000745	£15,326.36
08.06.04	1-28	000747-000773	£12,008.61

17. **To receive urgent correspondence**

**EXEMPT INFORMATION – Exclusion of Public Terms of Formal Resolution**

*Section 100(A) (4) of the Local Government Act 1972 the public and press be excluded from the remainder of the meeting on the grounds that the matters to be discussed will involve the likely disclosure of exempt information as defined in paragraphs 1 and 7 of Part 1 of Schedule 12 (A) of the Act.*

18. **Bevan House**

Confidential papers attached.

19. **Staffing Issues**

To receive a report from the Town Clerk, and if recommended by the Town Council's Solicitor, to agree to commence proceedings for a civil case of harassment.

20. **Legal Proceedings Against Members of the Council**

To receive a report from the Town Clerk, which is for information only.

21. **Closure**



**Gordon Mussett**  
**Town Clerk**

**16 June 2004**