



4 January 2025

Dear Member

You are summoned to attend a hybrid meeting of the **Personnel, Policy and Finance (PPF) Committee** to be held at the Old Wool Market on **Thursday 9 January 2025 at 6.00pm** for the transaction of the business set out in the agenda.

Members will be sent a link if they wish to attend remotely. Members of the public may request attendance at the meeting via email at which time a link to join the meeting remotely, should they wish, will be sent to them.

Yours faithfully

Vanessa Lewis Camacho
Town Clerk and Financial Officer

Agenda

1. Apologies for absence
2. Declarations of Interest

To receive any declarations as they arise. Members are requested to identify the nature of the interest and indicate whether it is personal or prejudicial
3. Updates on the minutes of the PPF meeting held on 5 December 2024
4. Note that the Income and Expenditure and Budget Comparison to 30 November 2024 were approved by Full Council on 19 December 2024. Due to the Christmas period, the accounts to 31 December 2024 are not yet available. For the 2025-26 Budget discussions the 30 November 2024 accounts were used in the YTD comparisons and a further copy of these accounts are provided.
5. Consider draft 2025-26 PPF Committee Action Plan and Budget. Discussion of items for inclusion in Full Council Budget (a draft will be provided) to be considered and approved at an Extraordinary meeting to be held before the next Full Council meeting
6. Consider grant applications for financial assistance – no applications were received at the time of issue of agenda
7. Review of policies and procedures - no policies are available to review at this meeting
8. Staffing Matters
9. Item(s) for next agenda
10. Date of next PPF meeting – 6 February 2025