

Issued 13<sup>th</sup> October 2016

**To all members of Swanley Town Council Finance and Audit Committee  
you are summonsed to  
a meeting of the  
Finance and Audit Committee of Swanley Town Council  
to be held in the Council Chamber, The Civic Centre, St Mary's Road, Swanley,  
on Wednesday 19<sup>th</sup> October 2016 immediately following the  
Development Control Committee meeting**

Members (7):

Conservative: Cllr V Southern (Chairman); Cllr T Searles (Vice Chairman); Cllr L Ball;  
Cllr J Barnes; Cllr L Dyball and Cllr R Morris

Labour: Cllr E Komolafe

**AGENDA**

**Page No**

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| <b>1. Apologies for Absence and Substitutes</b>  |       |
| <b>2. Declarations of Pecuniary and Non-Pecuniary Interest</b>   |       |
| <b>3. Minutes</b>  |       |
| (a) To receive and approve the minutes of the meeting of<br>21 <sup>st</sup> September – to follow at next meeting |       |
| <b>4. To receive report from Responsible Financial Officer</b>   | (1)   |
| (a) To consider report   |       |
| <b>5. Payments for noting</b>  | (2-3) |
| (a) To consider payments for August  |       |
| <b>6. Income and Expenditure</b>   |       |
| (a) To consider income and expenditure reports April – June  | (4-6) |
| <b>7. Bank Reconciliations</b>   |       |
| (a) To approve expenditure reports August  | (7-9) |

*Julie Pilbeam*

Julie Pilbeam, Chief Executive Officer  
Swanley Town Council  
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Please note that the proceedings of this meeting may be recorded in line with regulatory Bodies Regulations 2014. Members of the public addressing the Council but not wishing to be recorded should put this request to the Clerk at the earliest opportunity. The maximum number of persons allowable in the Council Chamber at any one time for fire safety purposes is 40; the Town Council reserve the right to suspend a meeting by means of a vote should the standing orders of the Council be breached. A copy of Swanley Town Council standing orders is available upon request.