



CYNGOR TREF PEN-BRE A PHORTH TYWYN PEMBREY AND BURRY PORT TOWN COUNCIL

2nd July 2019

Dear Member

You are hereby summoned to attend a meeting of the **Finance, Governance and Personnel Committee** which will be held in the **Senior Citizens' Hall** at the **Memorial Institute, Burry Port** at **10am on Monday 8th July 2019** for the transaction of the following business:

1. To receive apologies for absence.
2. To receive members' declarations of interest.
3. To confirm the minutes of the Finance, Governance and Personnel Committee meeting held on Monday 10th June 2019 (**copy enclosed**).
4. To consider any matters arising from the minutes.
5. To consider the budget monitoring report (**copy to follow, section relating to Finance, Governance and Personnel only**).
6. Update on Edge IT software installation.
7. Update on Annual Return.
8. Consideration of purchase of additional access point for WiFi scheme.
9. To consider any referred matters from the other Committees.

In camera - That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

10. To confirm the confidential minutes of the meeting held on Monday 10th June 2019 (**copy enclosed**).
11. Consideration of the Schedule of Accounts (**copy to follow**).
12. Consideration of outstanding invoices (**copy to follow**).
13. Update on staffing issues.

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Yours faithfully

Huw Thomas
Acting Town Clerk/Proper Officer

Distribution: **Councillors Mrs Linda Edwards, Peter Freeman, John Hedley Jones, David Owens, Hugh Shepardson, Bob Walpole**

By invitation: Cllrs Robert John and Mike Theodoulou