



DATE: Monday 29<sup>th</sup> April

TIME: 7:30pm

LOCATION: Board Room, Gormsey Hall

Item No.	Detail	
1.	Apologies and consideration of reasons for absence	Clerk
2.	Minutes of the Town Council meeting held on 12th May 2019	All
3.	To Consider Finance: (i) To Approve Payments: (a) Bank Reconciliation Statement for April 2019 (b) Budget Update for the Month – April 2019 ` (c) To Approve Year End Accounts / Completion of the Annual Return	Schedule(1)
4.	Town Council archives – to consider engaging a sessional worker and document removal company to look through the archives and sort them for re-filing or destruction in accordance with the council’s document retention policy and statutory requirements	All
5.	To Receive and Consider Correspondence (i) Schedule of general correspondence made available to members	Schedule(2)
6.	Gormsey Car Boot Sale– to consider a request from the Gormsey Car Boot Sale for financial support for the 2019 event.	All
7.	To Note any Declarations of Business (or other) Interests by Elected Members	All
8.	To Confirm the Date of the Next Parish Council Meeting: Monday 20 May 2019 at 7.30 pm – Annual General Meeting	All

Signed: .....B Williamson..... B Williamson Dated: April 2019 Clerk to the Parish Council