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To: **Cllrs Addecott; Chartier; Cooper; Murray (S); O'Keeffe; Rowell**



**LEWES  
TOWN  
COUNCIL**

A Meeting of the **Finance Working Party, to consider the Council's forward plan; operating budget; and Council Tax precept for 2016/17**, will be held on **Wednesday 2<sup>nd</sup> December 2015**, in the **Yarrow Room, Town Hall, Lewes at 7:00pm** which you are requested to attend.

S Brigden, Town Clerk  
24<sup>th</sup> November 2015

## **AGENDA**

1. **ELECTION of CHAIRMAN**

To elect a Chairman for the Working Party

2. **QUESTION TIME\***

To consider any questions received regarding items on the agenda for this meeting.

3. **APOLOGIES FOR ABSENCE:**

To receive apologies from members of the Working-party who are unable to attend.

4. **MEMBER'S DECLARATIONS OF INTEREST:**

To note declarations of any personal or prejudicial interests in matters on this agenda.

5. **MATTERS WITHIN THE REMIT OF THE WORKING-PARTY**

To note the remit of the working party:

The working party is asked to consider the detail of estimated expenditure and income for the Council's operations, and to agree a budget and level of Council Tax precept for the 2016/17 year, for recommendation to Council.

The Working Party is asked to ensure appropriate provision for items constituting the Council Plan for 2016/17.

6. **DRAFT BUDGET and COUNCIL TAX PRECEPT 2016/17**

To consider draft budget information and relevant background data\*\*

**\*\* working papers and background material to follow for members of the Working Party, and will also be available on computer at the meeting for live analysis and modelling.**

**\*NB: POTENTIAL EXCLUSION OF THE PRESS AND PUBLIC**

As this Working Party is likely to discuss low-level detail of the Council's finances, it is possible that, during the meeting, personal details related to past and present employees, and proposed expenditure on contracts for supply of goods and services (potentially commercially-sensitive) may be disclosed.

Should these circumstances arise, the chairman will be obliged to move:

"That in view of the confidential nature (*to be specified*) of the business to be transacted during the remainder of the meeting, pursuant to the Public Bodies (Admission to Meetings) Act 1960; any members of the press or public present be excluded and instructed to withdraw"

***For further information about items on this agenda please contact the Town Clerk at the above address.***

**PUBLIC ATTENDANCE:** Members of the public have the right, and are welcome, to attend meetings of the Council – questions regarding items on this agenda may be heard at the start of each meeting with the Chairman's consent, and subject to time available. Questions or requests to address the Council should, whenever possible, be submitted in writing to the Town Clerk at least 24 hours in advance. **PLEASE NOTE:** As space is limited we would appreciate advanced warning if you plan to attend in a group; perhaps with neighbours, or to bring a party of student observers. We may be able to arrange for the meeting to be held in an alternative room. General questions can be raised at our offices between 9am-5pm Mons- Thurs; 9am-4pm on Fridays – our staff will be pleased to assist.

**Distribution:** Cllrs Addecott; Chartier; Cooper; Murray (S); O'Keeffe; Rowell (*all Cllrs: for information*)