

## SYSTON TOWN COUNCIL

Community Centre  
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16 July 2020

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Dear Councillor

You are requested to attend the meeting of the Resources Committee to be held in Virtual Meeting - Zoom on Tuesday 21 July 2020 at 7.30 pm for the following business. If you are unable to attend please contact the Town Manager prior to the meeting.

*C. Voyce*

Catherine Voyce  
Town Manager

**Join Zoom Meeting:**

<https://us02web.zoom.us/j/85233362210?pwd=V0pxV0lNOXBuVGhySjZlZ3VidS9lQT09>

**Meeting ID: 852 3336 2210**

**Password: 331700**

**Dial in:**

**0203 051 2874**

**0203 481 5240**

**0203 481 5237**

**0131 460 1196**

### **A G E N D A**

- |  |               |
|--|---------------|
| 1. Appointment of Chairman of Committee      | <b>Item 1</b> |
| 2. Appointment of Vice Chairman of Committee | <b>Item 2</b> |
| 3. To receive apologies for Absence          | <b>Item 3</b> |
| 4. To Accept Declaration of Interest         | <b>Item 4</b> |
| 5. Announcements and Communications          | <b>Item 5</b> |

For Approval

- |  |               |
|--|---------------|
| 6. Approval of the minutes of the committee meeting held on 16 June 2020 | <b>Item 6</b> |
| 7. Quarterly Bank Reconciliation   | <b>Item 7</b> |

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|--|----------------|
| 8. Quotations to Update Phone System   | <b>Item 8</b>  |
| 9. New Cemetery Budget Update          | <b>Item 9</b>  |
| 10. Accounts (Receipts and Payments)   | <b>Item 10</b> |
| 11. Monthly Financial Report           | <b>Item 11</b> |
| 12. Unbudgeted Expenditure during July | <b>None</b>    |

For Information

- |  |                |
|--|----------------|
| 13. Budgeted Expenditure Proposals from other Committees | <b>Item 13</b> |
| 14. Actions from Previous meetings                       | <b>Item 14</b> |
| 15. Date of next meeting: 15 September 2020              |                |