



Date: 14<sup>th</sup> January 2021

You are summoned to a meeting of the Finance and General Purposes Committee to be held via Microsoft Teams (downloaded app) on Tuesday 19<sup>th</sup> January 2021 at 7pm.

Press and public are welcome to attend the meeting, and members of the public may ask questions under item 2. Please contact the Town Clerk at [haf.barlow@poyntontowncouncil.gov.uk](mailto:haf.barlow@poyntontowncouncil.gov.uk) or telephone 01625 872238 for access details for the Microsoft Teams Meeting.

Yours faithfully,

Haf Barlow  
Town Clerk

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

1. To note if anyone attending, or present, at the committee meeting is making, or intends to make, an audio recording or film of the meeting.
2. Questions from members of the public.
3. Apologies for absence.
4. Declarations of disclosable pecuniary or other interests.
5. To approve the minutes of the previous meeting held on 7<sup>th</sup> December 2020.
6. To receive a report from the Deputy Town Clerk on the charging structure for the NHS Vaccine Hub and to agree the charges.
7. Any communication messages arising from this meeting.