

NORTH TAWTON TOWN COUNCIL

Town Clerk:
Rosalind Rice

14a The Square North Tawton.
EX20 2EP
Tel 01837 880121

Dear Councillor

You are hereby summoned to attend a meeting of the North Tawton Town Council Finance Committee to be held at the Council Office on **Tuesday 4th June 2013 at 7 pm.**

Dated this 29th May 2012



Clerk of the Council

AGENDA

1. **Apologies for Absence** - To receive apologies from Councillors unable to attend
2. **Account 2012/13** To consider the end of year accounts 2012/13 prior to submission to the Audit Commission.
3. **Provision of Tea/Coffee at meetings**
To consider whether North Tawton Town Council should provide tea/coffee and the purchase of vacuum jug(s) for consultation/group meetings organised by the Town Council (excluding Ordinary Meetings of the Town Council).
3. **Urgent matters** at discretion of the Chairman. No decision may lawfully be made under this item but matters may be discussed which involve no more than an exchange of information.