

COTGRAVE TOWN COUNCIL

SUITE F, COTGRAVE BUSINESS HUB, CANDLEBY LANE,
COTGRAVE, NOTTINGHAM, NG12 3US

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Website: www.cotgrave-tc.gov.uk Email: clerk@cotgrave-tc.gov.uk

Mrs J Stephenson – Town Clerk

26th August 2025

Dear Sir/Madam,

You are summoned to attend the **Finance Committee** meeting being held on **Monday 1st September 2025 at 7pm**, which will be held in Cotgrave Futures Meeting Room, to transact the business specified below.

Members of the press and public are welcome to observe proceedings. Time is allowed for brief public participation. (Please forward details of any issues to the Town Clerk prior to the meeting).

Yours faithfully

J D Stephenson

**Mrs J Stephenson
Town Clerk**

AGENDA

1. To receive apologies for absence.
 2. Declarations of Interest.
 3. Public Open Session (15 minutes maximum participation)
 4. To confirm the accuracy of the minutes of 7th July 2025.
 5. To consider progress with the decisions taken.
 6. To consider the Risk Register document and recommend to Full Council on 8th September.
 7. Telephone System/Router Upgrades – to consider options.
 8. Assertion 10 – a) presentation, b) Bring Your Own Device Policy.
 9. Review of Council's Finances – up to 1st August 2025.
 10. Correspondence
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