



**DRAYTON (ABINGDON)
PARISH COUNCIL**
www.DraytonPC.org

Notice is hereby given that a Meeting of the Finance and Personnel Committee of Drayton Parish Council will be held on MONDAY 9th NOVEMBER 2015, at 7.00pm At the Caudwell Day Centre, Gravel Lane, Drayton, OX14 4HY

Signed: *David F. Perrow*

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To: Members of the Finance and Personnel Committee: You are hereby summoned to attend a meeting of Drayton Parish Council's Finance and Personnel Committee on Monday 9th November 2015 at 19.00 in the Caudwell Day Centre, Gravel Lane, Drayton, for the purpose of transacting the following business:

1	Apologies for absence
2	Declarations of Interest & Dispensations Received by the Clerk
3	Minutes of the Meeting of 2nd September 2015: to receive, revise as required and sign the Minutes of the last meeting
4	Action Point Review: to receive the Clerk's report on action points agreed at the last meeting
5	Budget and Account Analysis for April-October 2015 (7 months): to note the spend against budget and to revise the budget as required in line with projected expenditure
6	Grants - To consider applications for 2015-16 grants (a) Drayton Millennium Green Trust (b) Other grant applications received
7	Draft Expenditure budget 2016-17: To consider the budget drafted by the Clerk, and to agree a recommendation to the December 2015 Parish Council meeting (i) Administration budget (ii) Grants budget: s19: Village Hall/DAMASCUS/Football Club (New Mower)/s137/s142 (iii) Committee budgets: - Burials & Allotments - Playgrounds/recreation - Public Amenities/Open Spaces - Rights of Way (iv) Projects budget – Playground refurb./Drayton2020 implementation etc.
8	Draft Income budget for 2016-17: a) Charges - to review the present level of charges for allotments, burials etc. and to make recommendations for any changes to the December 2015 meeting of the Parish Council (b) Precept 2016-17: To agree a level for the precept to recommend to the December 2015 Parish Council meeting
9	Risk Analysis 2015-16: to review the Parish Council's risk profile and revise as required, particularly in the light of new undertakings made to implement the Drayton NDP
10	Personnel Matters – To discuss any matters relating to employment of the Clerk <ul style="list-style-type: none"> • Appraisal Panel for Clerk & Deputy
11	The date of the next meeting to be confirmed as Monday 4 th January 2016