



DRAYTON PARISH COUNCIL

**Notice is hereby given that a Meeting of Drayton Parish Council's
FINANCE AND PERSONNEL COMMITTEE
will be held on MONDAY 4th JANUARY 2016, at 7.00pm
At the CAUDWELL DAY CENTRE, GRAVEL LANE, DRAYTON, OX14 4HY**

Signed: *David E. Perrow*

Published: 17th December 2015

David Perrow Clerk to the Parish Council

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AGENDA

To: Members of the Finance and Personnel Committee: You are hereby summoned to attend a meeting of Drayton Parish Council on Monday 4th January 2016 at 19.00 in the CAUDWELL DAY CENTRE, GRAVEL LANE, Drayton, for the purpose of transacting the following business:

Agenda items	Suggested timing
1 Apologies for absence – To receive, and to resolve to accept, any apologies for absence	1 min
2 (a) Declarations of Interest: To receive any Declarations of Interest, whether Personal and/or Pecuniary, which may be prejudicial to any proceedings at this meeting (b) Dispensations: To consider any written dispensations from councillors received by the Clerk	1 min
3 Minutes of the Meeting of 9th November 2015: To approve and sign the Minutes of the previous Meeting	1 mins
4 Action Point Review: to receive the Clerk's report on action points agreed at the last meeting	2 mins
5 Budget and Account Analysis for period to end January 2016 – To receive and sign off the bank reconciliation for the first 10 months of 2015-16; to note spend against budget, and to make any necessary adjustments	10 mins
6 Implementation Director (Technical) – to consider, approve or amend, the terms and conditions for the appointment of the Implementation Director	5 mins
7 Grants: To consider any grant applications received: (a) Abingdon and District CAB (b) South & Vale Carers Centre	3 min
8 Personnel Matters: to consider any Personnel matters	2 min
9 The date of the next meeting to be confirmed as Monday 9 th May 2016 at 7.00pm, in the Caudwell Day Centre, Gravel Lane, Drayton	
Total	25 mins
Est. Finish Time	7.25pm