



DRAYTON PARISH COUNCIL

**Notice is hereby given that a Meeting of Drayton Parish Council's
FINANCE AND PERSONNEL COMMITTEE
will be held on MONDAY 23rd JANUARY 2017, at 7.00pm
At DRAYTON VILLAGE HALL (Small Hall), LOCKWAY, DRAYTON, OX14 4LF**

Signed: *David E. Perrow*

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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 23rd January 2017 at 19.00 in the DRAYTON VILLAGE HALL, Lockway, 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 14th November 2016: 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 December 2016 – To receive and sign off the bank reconciliation for the first 10 months of 2016-17; to note spend against budget, and to make any necessary adjustments	10 mins
6 Drayton2020 NDP Projects – Financial Report and Review – including s106/grants/loans and Business Plan status report	10 mins
7 Grants: To consider any grant applications received:	3 min
8 Personnel Matters: to consider any Personnel matters (a) Clerk/Deputy Clerk's salary benchmarking review (b) Clerk/Deputy Clerk's appraisals	5 min
9 The date of the next meeting to be confirmed as Monday 13 th March 2017 at 7.00pm, in the Caudwell Day Centre, Gravel Lane, Drayton	1 min
10 RESERVED BUSINESS (adjourn to separate room) To resolve: to exclude the Press and Public whilst a matter of Reserved Business is conducted concerning the possible sale and selling price of a small parcel of Council land	5 mins
Total Est. Finish Time	39 mins 7.39pm
The Planning Committee meeting is scheduled to start at 7.45pm	