



DRAYTON PARISH COUNCIL

**Notice is hereby given that a Meeting of Drayton Parish Council's
FINANCE AND PERSONNEL COMMITTEE
will be held on MONDAY 13th March 2017, at 7.00pm
At DRAYTON VILLAGE HALL (Small Hall), LOCKWAY, DRAYTON, OX14 4LF**

Signed: *David E. Perrow*

Published: 7th March 2017

David Perrow Clerk to the Parish Council

Tel (Mob.): 07909176061 Email: draytonclerk@gmail.com

AGENDA

To: Members of the Finance and Personnel Committee: You are hereby summoned to attend a meeting of Drayton Parish Council on Monday 13th March 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 23rd January 2017: 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 February 2017 – To receive and sign off the bank reconciliation for the first 11 months of 2016-17; to note spend against budget, and to make any necessary adjustments | 10 mins |
| 6 | Drayton2020 NDP Projects – (a) Financial Report and Review – including s106/grants/loans and Business Plan status report (b) Sports Pitch layout/drainage contract – to agree the process for tendering and assessments of contract bids | 15 mins |
| 7 | Grants: To consider any grant applications received: To note that a grant of £5,000 has been given to Drayton Pre-School and to adjust the budget accordingly | 3 min |
| 8 | Personnel Matters: to consider any Personnel matters (a) Clerk/Deputy Clerk's Job Evaluations | 5 min |
| 9 | The date of the next meeting to be confirmed as Monday 15 th May 2017 | 1 min |
| | Total Est. Finish Time | 39 mins 7.39pm |
| The Planning Committee meeting is scheduled to start at 7.45pm | | |