



## DRAYTON PARISH COUNCIL

**Notice is hereby given that a Meeting of Drayton Parish Council's  
FINANCE AND PERSONNEL COMMITTEE  
will be held on MONDAY 17<sup>th</sup> July 2017, at 7.00pm  
At Drayton Village Hall (Small Hall), Lockway Drayton, OX14 4LF**

Signed: *David E. Perrow*

Published: 10th July 2017

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 17<sup>th</sup> July 2017 at 19.00 in Drayton Village Hall, Lockway,, Drayton, for the purpose of transacting the following business:

Agenda items	Suggested timing
1 <b>Apologies for absence</b> – To receive, and to resolve to accept, any apologies for absence	1 min
2 (a) <b>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> (b) <b>Dispensations: To consider any written dispensations from councillors received by the Clerk</b>	1 min
3 <b>Minutes of the Meetings of 15<sup>th</sup> May 2017:</b> To approve and sign the Minutes of the previous Meetings	1 min
4 <b>Grants</b> – To consider any grant applications - Drayton Pre-School	5 mins
5 <b>Budget and Account Analysis for period to end June 2017</b> – To receive and sign off the bank reconciliation for the first 3 months of 2017-18; to note spend against budget, and to make any necessary adjustments	10 mins
6 <b>Drayton2020 NDP Projects</b> – (a) Financial Report and Review – including s106/grants/loans (Clerk) (b) Business Plan status report (Colin West) (c) MUGA specification/ITT (Clerk) (d) Footpaths improvements (Clerk) (e) Pre School (Clerk) (f) Village Hall refurb (Clerk)	20 mins
7 <b>Village Caretaker Recruitment - update</b>	5 mins
8 <b>Personnel Matters</b> – To discuss any matters relating to employment of the Clerk	5 mins
9 <b>Any Items to be raised by Members of the Committee</b>	5 mins
10 <b>The date of the next meeting</b> to be confirmed as Monday 11 <sup>th</sup> September 2017 at 7.00pm, in the Caudwell Day Centre, Gravel Lane, Drayton	
Total Est. Finish Time	53 mins 7.53 pm approx..