



DRAYTON PARISH COUNCIL

**Notice is hereby given that a Meeting of Drayton Parish Council's
FINANCE AND PERSONNEL COMMITTEE
Will be held on Wednesday 19th June 2019, at 7.00pm
In the Village Hall Lounge, Drayton,**

Signed: *Lorraine Watling*
Lorraine Watling Clerk to the Parish Council

Published: 13th June 2019
Email: clerk@draytonpc.org

AGENDA

To: Members of the Finance and Personnel Committee: You are hereby summoned to attend a meeting of the Drayton Parish Council' Finance and personnel Committee on Wednesday 19th June 2019 at 19.00 in The Village Hall, 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 Meetings of 28th May 2019: To approve and sign the Minutes of the previous meeting (previously circulated)	5 mins
4	Grant Application from FODSA: To receive and consider the FODSA application for a £500 s137 grant towards the Annual Parish Fete held on 15 th June. (previously circulated)	18 mins
5	Personnel Matters – Recruitment of a Projects Manager to help deliver the S106 and other Neighbourhood Plan projects: To consider the revised job description and person spec for the post of Projects Manager <u>ACTION REQUIRED:</u> To recommend to Council the job advertisement, job description and person spec for this post.	30 mins
6	Any Other Business– No decisions can be made under this item.	5 mins

Est Time: Approx. 1 hour to finish approx. 8pm