



**DRAYTON PARISH COUNCIL**

**Notice is hereby given that a Meeting of Drayton Parish Council's  
FINANCE AND PERSONNEL COMMITTEE  
will be held on MONDAY 18<sup>th</sup> May 2015, at 7.00pm  
At the Drayton Village Hall. Lockway (Lounge)**

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 18<sup>th</sup> May 2015 at 19.00 in the Lounge, 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:</b> To receive any <b>Declarations of Interest, whether Personal and/or Pecuniary, which may be prejudicial to any proceedings at this meeting</b> (b) <b>Dispensations:</b> To consider any written dispensations from councillors received by the Clerk	1 min
3 <b>Minutes of the Meeting of 2<sup>nd</sup> February 2015:</b> To approve and sign the Minutes of the previous Meeting	1 min
4 <b>Grants</b> – To consider any grant applications	2 mins
5 <b>Accounts 2014-15</b> – To receive and sign off the accounts for the previous year, including Notes to the Accounts and Variance Analysis	5 mins
6 <b>Annual Return 2014-15</b> – To receive and recommend to the Council that the Annual Return for last year be accepted and signed	5 mins
7 <b>Internal Auditor's Report 2014-15:</b> – To receive the Internal Auditor's Initial Report	5 mins
8 <b>Insurance Cover 2015-16</b> – To consider the insurance renewal	3 mins
9 <b>Personnel Matters</b> – To discuss any matters relating to employment of the Clerk - Clerk/Deputy Clerk's Expenses Schedule	5 mins
10 <b>Any Items to be raised by Members of the Committee</b>	2 mins
11 <b>The date of the next meeting</b> to be confirmed as Monday 7 <sup>th</sup> September 2015 at 7.00pm, in the Caudwell Day Centre, Gravel Lane, Drayton	
	Total Est. Finish Time 30 mins 7.30pm