

Newnham Parish Council & Burial Authority

To all Members of the Public & Press

13th March 2017

You are hereby invited to attend a meeting of the Parish Council Employment and Finance Committee meeting arranged for Tuesday 21st March 2017 at 7.00 pm in the Armoury Hall, Newnham on Severn for the transaction of business in the following Agenda.

Yours faithfully

D. J. Tingle

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Clerk to the Council

AGENDA

1. **To allow Public Consultation*****
2. **To Receive Apologies for Absence**
3. **To Receive Declarations of Interest**
4. **Adoption of Minutes of the Parish Council Employment & Finance held on 20th December 2016.**
5. **To Consider Matters Arising from Previous Meeting and not on Agenda**
6. **To Receive the Clerk's Report – verbal.**
7. **To Consider and Approve as follows.**
 - Quarterly Checks of payments
 - Quarterly Checks of the Cash Book
8. **To Receive and Approve any emergency payments.**
9. **To Consider Financial performance**
 - To Review the Income / Expenditure report for the YTD
 - To review the spend v plan report (11+1)
10. **To receive an update on the implementation of electronic banking**
11. **To Consider & Approve the updated Asset register**
12. **To Consider and recommend to full council moving to a fixed rate electricity supply with Npower.**
13. **To consider and recommend to full council a strategy for renewal of the Insurance policy (currently a 3 year deal with Came & Co)**
14. **To receive an update from the clerk regarding the preparations for the 2016/17 Internal Audit due on the 10th April**
15. **To Confirm the next meeting date for the Employment and Finance Committee.**

To be taken in committee

16. **To complete the quarterly Clerks appraisal**

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