

Newnham Parish Council & Burial Authority

To all Members of the Public & Press.

13th December 2016

You are hereby invited to attend a meeting of the Parish Council Employment and Finance Committee meeting arranged for Tuesday 20th December 2016 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 Elect a chairman**
4. **To Receive Declarations of Interest**
5. **Adoption of Minutes of the Parish Council Employment & Finance held on 20th September 2016.**
6. **To Receive a report from the clerk on matters arising from previous meetings and not on Agenda**
7. **To Receive the Clerk's Report – verbal.**
8. **To Consider and Approve as follows.**
 - Quarterly Checks of payments
 - Quarterly Checks of the Cash Book
9. **Financial Statement**
 - To Receive and approve the monthly financial statement.
 - To Receive and approve monthly payments
10. **To Consider Financial performance - see pack**
 - To Review the Income / Expenditure report for the YTD
 - To review the spend v plan report for 2016/17 (9+3)
11. **To receive an update on the implementation of electronic banking.**
12. **To Confirm the next meeting date for the Employment and Finance Committee. (21st March 17)**