

Newnham Parish Council & Burial Authority

To all Members of the Public & Press

12th June 2017

You are hereby invited to attend a meeting of the Parish Council Employment and Finance Committee meeting arranged for Monday 19th June 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 Elect a Chairman**
 3. **To Receive Apologies for Absence**
 4. **To Receive Declarations of Interest**
 5. **Adoption of Minutes of the Parish Council Employment & Finance held on 21st March 17.**
 6. **To Consider Matters Arising from Previous Meeting 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. **To Receive and Approve any emergency payments.**
 10. **To Consider Financial performance**
 - Performance Versus Planned Budget for full year 2016/17
 - To Review the Income / Expenditure report for the YTD
 - To review the spend v plan report (2 + 10)
 11. **To consider potential budget changes to offset the effect of the increase in grass cutting costs.**
 12. **To receive an update on the implementation of electronic banking**
 13. **To receive an update from the clerk regarding 2016/17 Internal & External audits.**
 14. **To Confirm the next meeting date for the Employment and Finance Committee.**
- To be taken in committee**
15. **To complete the quarterly Clerks appraisal**