

# DRAYTON PARISH COUNCIL

To Parish Councillors: you are summonsed to attend the meeting below.

There will be a meeting of Drayton Parish Council's Governance Committee  
on Thursday 15<sup>th</sup> February 2018 at 7pm  
in The Pavilion at the King George Fifth Playing Field, Drayton High Road, Drayton NR8 6AW

## MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting lets the Council know beforehand so appropriate arrangements can be made to facilitate the recording.

## AGENDA

1. To receive and accept any apologies for absence
2. To receive Members' declarations of interest and requests for dispensations.
3. To adjourn the meeting to allow Members of the Public to speak in accordance with standing order 3 (e)
4. To receive report from the Clerk on committee matters.
5. To receive budget comparison figures and explanations of variances of 15% of budget.
6. To receive Local Council Risk System (LCRS) action plans for approval.
7. To receive interim internal audit report and to consider any recommendations.
8. To consider request for donations from:
  - Citizens Advice Bureau
  - Norfolk Age UK
  - Norfolk Family Mediation Service
9. To consider review of governance documentation to include:
  - Financial Regulations
  - Standing Orders
  - Internal Controls Document
  - Financial Risk Assessment

Signed:



Jonathan Hall  
Clerk to Drayton Parish Council

9<sup>th</sup> February 2018