

DRAYTON PARISH COUNCIL

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

There will be a meeting of Drayton Parish Council's Finance & General Purposes Committee
on Thursday 16th February 2017 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 consider adoption of Grants and Donations policy.
5. To consider request for donations from Citizens Advice Bureau and Norfolk Age UK
6. To receive internal auditor's interim report and to consider the recommendations and proposed actions.
7. To receive the outstanding debtors list and to consider any actions.
8. To review budget 2016/17 and to consider ring fencing any unspent budget lines to carry forward into 2017/18 financial year.
9. To consider bringing forward budget spend from 2017/18 budget to renew SLCC membership expired 5 February 2017.
10. To consider recommendation from staffing committee meeting held 9.2.17 to ratify Personal Protective Equipment purchases to comply with Health & Safety at Work legislation.
11. To consider review of governance documentation to include:
 - Financial Regulations
 - Standing Orders
 - Internal Controls Document
 - Financial Risk Assessment
12. Exchange of information.

Signed:



Jonathan Hall
Clerk to Drayton Parish Council

10th February 2017