



Yatton Parish Council

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OUR MISSION: To ensure the provision of high quality services in our communities of Yatton and Claverham

Date: 6 December 2011

Clerk: Crispin Taylor

Email: clerk@yatton-pc.gov.uk

THERE WILL BE A MEETING OF THE FINANCE, PERSONNEL AND ADMINISTRATION COMMITTEE ON MONDAY 12 DECEMBER 2011 AT 7.30 P.M. IN HANGSTONES PAVILION, STOWEY ROAD, YATTON BS49 4HS

ALL COUNCIL/COMMITTEE MEETINGS ARE OPEN TO THE PUBLIC

Crispin Taylor, AILCM – Clerk to the Council

A G E N D A

MATTERS FOR DECISION

- 1. To receive apologies for absence**
- 2. To receive councillors' declarations of interests**

PUBLIC PARTICIPATION

- 3. To receive and hear any person who wishes to address the Committee.**

The Chairman of the Committee will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion).

MATTERS FOR DECISION

- 4. To confirm the minutes of the meeting held on 7 November 2011**
- 5. If the Committee wishes to exclude the public for a particular agenda item, the following resolution must be passed:**

‘That the public be excluded from the meeting during consideration of agenda item(s) ... on the ground that publicity would be prejudicial to the public interest [by reason of the confidential nature of the business] or [for other special reason which must be stated].’

6. Finance

To authorise payments (including a further payment to Touch Wood for work at Hangstones), to note receipts and petty cash payments.

- 7. Further to consider a grant application from Court de Wyck School.**
- 8. To consider the Parish Council’s budget for 2012/13 (papers available at meeting)**

MATTERS FOR INFORMATION

- 9. To receive a summary income and expenditure account (available at meeting)**
- 10. To receive the Clerk’s Report**
- 11. Future agenda items**

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, age, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights

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