



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: 14 June 2011
Clerk: Crispin Taylor

Email: clerk@yatton-pc.gov.uk

THERE WILL BE A MEETING OF THE FINANCE, PERSONNEL AND ADMINISTRATION COMMITTEE ON MONDAY 20 JUNE 2011 AT 7.30 p.m. IN HANGSTONES PAVILION, STOWEY ROAD, YATTON BS49 4HS

THE PUBLIC ARE INVITED TO ATTEND

Crispin Taylor, AILCM – Clerk to the Council

A G E N D A

MATTERS FOR DECISION

1. To elect a Chairman for the ensuing year.
2. To elect a Vice-Chairman for the ensuing year
3. To receive apologies for absence
4. To receive councillors' declarations of interests

PUBLIC PARTICIPATION

5. 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

6. To confirm the minutes of the meeting held on 11 April 2011.

7. 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].’

8. To consider grant applications (application forms will be circulated at the meeting and each applicant has been invited to make a presentation)

- (1) Methodist Church Youth Worker Group
- (2) Yatton Music Society
- (3) Yatton Junior School
- (4) Avon Wildlife Trust
- (5) Vine Counselling
- (6) Cross Roads Care North Somerset
- (7) Community Drug Misues Forum

9. To consider the final report of the internal auditor for 2010/11 (attached)

10. To consider management of the Parish Council’s risks.

Report of the Clerk attached.

11. To consider signatories on the Parish Council’s bank accounts

12. To consider mileage rates paid for approved travel by councillors and staff

HM Revenue & Customs have raised the mileage rate up to which payments for travel by car may be paid tax-free from 40 p per mile (the rate currently paid by the Parish Council) to 45p.

MATTERS FOR INFORMATION

13. To receive a summary income and expenditure account (attached)

14. To receive the Clerk’s Report

15. 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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