



Yatton Parish Council

Hangstones Pavilion,
Stowey Road,
Yatton
Bristol
BS49 4HS
Tel: 01934 838971
www.yatton-pc.gov.uk



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

Date: 6th June 2023
Clerk: Aleana Baird
Email: clerk@yatton-pc.gov.uk

A MEETING OF THE FINANCE, PERSONNEL AND ADMINISTRATION COMMITTEE WILL BE HELD AT HANGSTONES PAVILION, STOWEY ROAD, YATTON ON 12th JUNE 2023 AT 7.30 P.M.

ALL COUNCIL/COMMITTEE MEETINGS ARE OPEN TO THE PUBLIC.

Aleana Baird – Clerk to the Council

Committee Members: Councillors David Crossman, Jonathan Edwards, Graham Humphreys, Chris Jackson, Peter Lomas, Jessie McArdle, Massimo Morrelli and Roger Wood.

A G E N D A

MATTERS FOR DECISION

- 1. To elect to a Committee Chairman for the ensuing year.**
- 2. To elect to a Committee Vice Chairman for the ensuing year.**
- 3. To receive apologies for absence.**
- 4. To receive councillors' declarations of interests and consider any written applications for dispensations (the Committee may only grant a dispensation to enable a member to speak in public participation).**

MATTER FOR INFORMATION

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 Finance, Personnel & Administration Committee meetings held on 17th April 2023.**

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. Finance

To authorise payments, to note receipts and petty cash payments for June 2023.

9. To review the Ear Marked Reserves and General Reserve 2023-24.

10. To consider an urgent grant request from Yatton Volunteer Drivers Group.

11. To consider a draft Dignity at Work Policy.

MATTERS FOR INFORMATION

12. To receive the Clerk’s Report.

13. 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

***Any documents appertaining to this agenda maybe requested in paper copy from the Parish Office.*

THIS DOCUMENT CAN BE MADE AVAILABLE IN A DIFFERENT FORMAT ON REQUEST.