

Kings Worthy Parish Council

To the Members of the Finance Committee - Councillors: M Taylor [Chairman], I Gordon, D Hudson, N McCleery, S Newell and D Welstead.

You are summoned to attend the following meeting:

FINANCE, ADMINISTRATION & REMUNERATION COMMITTEE

**To be held on Wednesday 10th May at 9.30 am
at the Kings Worthy Community Centre, Fraser Road, Kings Worthy**

Martin Taylor
Chairman

Adrian Reeves
Clerk

AGENDA

1. Apologies for absence
2. Public question time [this is the only time that the public are able to speak]
3. To approve the minutes of the meeting held on the 12th April 2017
4. Matters arising from the meeting held on the 12th April 2017
 - o Data Protection & Document Retention Policies
 - o Fire Shutter
5. Proposed new expenditure for Finance approval
 - o Planning and Highways
 - o Finance, Administration & Remuneration
 - o Recreation and Amenities
 - o Communications
6. End of year accounts & annual governance statement
7. To receive the statement of accounts and management reports for period ended 30th April 2017
8. Insurance arrangements
9. Grant applications
10. Remuneration & staffing
11. Tubbs Hall – landlord's responsibilities
 - a) Actions from 2016 fire inspection report
 - b) Building survey
 - c) Solar panels
12. Legal issues
13. RFO/Clerk's notices
14. Chairman's notices
15. Authorise payments listing
16. Items for discussion at the next meeting – 14th June 2017