



St Stephen in Brannel Parish Council

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16th March 2017

To all Members of Council

Dear Members

You are hereby summoned to a meeting of the Finance & General Purposes Committee to be held in the Brannel Room, Fore Street, St Stephen on Wednesday 22nd March 2017 commencing at 7.30 pm for the purpose of transacting the following business.

Yours faithfully,

Mrs Verna Hedley
Clerk/RFO

Press & Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

AGENDA

Members are reminded that the Council has a general duty to consider the protected characteristics of the 2010 Equalities Act in the exercise of any of its functions:

- 1. Apologies.**
To receive and approve apologies for absence and note apologies not received.
- 2. Declarations of Interest.**
To receive any declarations of Interest from Members.
- 3. Dispensations.**
The Clerk will consider and report on any requests for Dispensation in line with the Council's Code of Conduct 2012.
- 4. Public Participation.¹**
Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda.
- 5. Previous Meeting Minutes.**
To adopt the Minutes of the Finance and General Purposes Committee meeting held on 25th January 2017.
- 6. Matters arising – For Information Only.**
To note any matters arising from the minutes.

¹ Total time allowed will be 15 minutes (limit of 5 minutes per person) which may be varied at the discretion of the Chairman).

7. **Payment of Accounts.**
To approve payment of any urgent accounts.
8. **Grant Applications.**
To discuss and approve recommendations on grant applications received.
9. **Parish Office Equipment.**
To discuss quotations for the following:
 - a) *New Carpet and Lino*
 - b) *New Notebook.*
10. **Craft Workshops Car Park Fore St Stephen.**
To receive an update and quotations for the re surfacing and lining of the car park and how Council should proceed.
11. **Review of Fees for 2017-18**
 - a) *Brannel Room*
 - b) *Allotments.*
12. **Committee Terms of Reference**
To review the committee's terms of reference and make any recommendations to Council. (Enclosed)
13. **Information & Answers - For information only**
To receive information including an update on any meetings attended by Members as representatives of the Parish Council.
14. **Public Bodies (Admission to Meetings) Act 1960.**
To RESOLVE that in view of the confidential nature of the business about to be transacted it is advisable that the press and public be excluded and are instructed to withdraw during the discussion of the following item.
 - a) *Confidential.*

Councillors are requested that all phones be switched onto silent during the meeting.

Committee Members

Cllr R Allsopp
Cllr Mrs Allsopp
Cllr Coles
Cllr McLening
Cllr Sibley
Cllr Simpson
Cllr Wonnacott MBE

Substitutes

Cllr Hatton
Cllr Mrs Wonnacott.