

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 15th March 2017 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 – Cllr D. Welstead
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 15th February 2017
4. Matters arising from the meeting held on the 15th February 2017
5. Proposed new expenditure for Finance approval
 - o Planning and Highways
 - o Finance, Administration & Remuneration
 - o Recreation and Amenities
 - o Communications
6. To receive the statement of accounts and management reports for period ended 28th February 2017
7. Grant applications
8. Data Protection & Document Retention Policies
9. Remuneration & staff contracts
10. Tubbs Hall – landlord’s responsibilities
 - a) actions from 2016 fire inspection report
 - b) electrical inspection
 - c) building survey & valuation
 - d) Solar panels
11. Legal issues
12. RFO/Clerk’s notices
13. Chairman’s notices
14. Authorise payments listing
15. Items for discussion at the next meeting – 12th April 2017