

THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO BE PRESENT
A LARGER PRINT VERSION IS AVAILABLE ON REQUEST
Please note that meetings may be recorded

WEST MOORS PARISH COUNCIL

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There will be a meeting of the **FINANCE & GENERAL-PURPOSE COMMITTEE** held on **THURSDAY 12th JULY 2018** at The Pavilion, Fryer Playing Field, West Moors at **7.30pm** to transact the following business:

J Weedon

Judi Weedon
Parish Clerk

4th July 2018

Committee Membership

Cllr J Bartley
Cllr J Lewis

Cllr M Hawkes
Cllr R Smith

Cllr P Holden
Cllr K Wilkes

Cllr Mrs P Yeo

AGENDA

1. To Receive Apologies for Absence
2. To Appoint a Chairman of the Committee from July 2018 to May 2019
3. To Appoint a Vice Chairman of the Committee from July 2018 to May 2019
4. Questions from Members of the Public (Public session is limited to 10 minutes, with each member of the public allowed a 3 minute slot)
5. To Receive Declarations of Interests on any Matter on this Agenda
6. To Receive Clerks Report
7. To Receive Financial Information
 - a. Bank Reconciliation and Income up to 30.06.18
 - b. Internal Controls
 - c. VAT report 01.04.18 to 30.06.18
 - d. Budget Comparison up to 30.06.18 (1st quarter)
 - e. CCLA information
8. To Approve Accounts for Payment
9. To Review the Bank Mandate and Electronic banking authorisation members
10. To Review Terms of Reference for committees
11. To Review the Councils Standing Orders
12. To Approve New Policies in relation to GDPR:
 - a. Data Protection Policy
 - b. Record Retention Policy
 - c. Privacy Notice – General
 - d. Privacy Notice – Staff and Councillors
13. Staff Matters:
 - a. Absence report
 - b. Overtime report
14. To Receive Correspondence

PARISH COUNCIL MINUTES ARE AVAILABLE TO VIEW AT THE PARISH COUNCIL OFFICE BETWEEN 10.00AM AND 1.00PM ON MONDAY, TUESDAY, THURSDAY & FRIDAY, AT THE LIBRARY AND AT www.westmoors-pc.gov.uk