

24th November 2014



Dear Councillor,

You are summoned to attend a meeting of Mawnan Parish Council Office and Finance Committee on 1st December at 7.30pm The Rendlesham Room, Mawnan Memorial Hall, Mawnan Smith.

Yours faithfully,

Lisa Clements
Clerk to the Council

AGENDA

- 1) TO RECEIVE APOLOGIES FOR ABSENCE
- 2) MEMBERS TO DECLARE DISCLOSABLE PECUNIARY AND NON-REGISTERABLE INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY EXCEEDING £25
- 3) TO CONSIDER REQUESTS FROM COUNCILLORS FOR DISPENSATIONS
- 4) PUBLIC COMMENT ON ITEMS ON THE AGENDA
- 5) TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 1st SEPTEMBER 2014 AND THE CHAIRMAN TO SIGN THEM
- 6) TO BE ADVISED OF ANY INFORMATION PERTAINING TO PREVIOUS MINUTES, AMENDMENTS AND ACTIONS AGREED THEREIN.
- 7) REVIEW OF CURRENT BUDGET POSITION 2014/15 (3rd quarter) AND DISCUSSION OF ANY AMENDMENTS FORESEEN
- 8) REVIEW AND DISCUSSION OF INITIAL DRAFT 2015/16 BUDGET
- 9) TO AGREE AMENDMENTS TO CLERKS JOB DESCRIPTION (ADDITION OF BURIALS OFFICE AND WEB ADMINSTRATOR) AND TO RECOMMEND THE ADDITION OF 2 EXTRA HOURS PER WEEK FROM 1ST JANUARY 2015.
- 10) TO RECEIVE INFORMATION FROM THE BURIALS COMMITTEE.
- 11) COMMENTS ON FUTURE OFFICE ACCOMODATIONS.