

# BRAUNTON PARISH COUNCIL



Council Offices  
Chaloners Road  
Braunton

Date agenda issued: 21 January 2020

M Shapland, E Spear, D Relph, D Spear, A Bradford, G Bell and Mrs J Chesters.

You are summoned to attend the Finance and Administration Committee Meeting, which will be held on **MONDAY 27 JANUARY 2020 AT 5:30 PM**, in the Council Chamber, Chaloners Road, Braunton, for the purpose of transacting the undermentioned business.

In accordance with the Public Bodies (Admissions to Meetings) Act 1960 members of the public and press are welcome to attend.

Yours faithfully,  
  
Mrs T Lovell BA (Hons)  
Clerk to the Council & RFO

---

## AGENDA

1. Receive apologies and reasons for absence.
2. Declarations of Interest Councillors are requested to complete the book provided before the meeting.  
**Interests must be re-declared when the item is called.**
3. Sign minutes of the Finance and Administration Committee Meeting held on 25 November 2019, attached.
4. Receive Financial Reports, as follows: -
  - a) Actual Income and expenditure against budget.
  - b) Bank transactions.
  - c) Bank Reconciliation to 30 November 2019 and 31 December 2019.
  - d) Staff salaries – to approve December 2019 and January 2020.
5. Operation London Bridge To approve Appendices attached to the Policy, to be circulated.
6. Parish Grant 2020/21 Consider request received from Braunton Rotary Club.
7. Aged Debtors and Aged Creditors Analysis Receive and approve report.
8. Part II – In Committee Matters taken in the absence of Press of Public (Public (Admissions to Meetings) Act 1960) as the item contains exempt information as defined by the Local Government Act 1972 Sch. 12a Pt (1).
9. Staff salaries Consider annual review.