

MISTLEY PARISH COUNCIL



Finance Committee Meeting

AGENDA

You are hereby summoned to attend a meeting of the Mistley Parish Council's Finance Committee on **Friday 6th December 2019 at 6pm at the Village Hall, Shrubland Road, Mistley.**

1. **Chairman of the Committee** – To agree a Chairman to serve for the ensuing year. (*Chairman of the Council to take the Chair for this item*).
2. **Public Voice** - Prior to commencement of the Council's business, the opportunity will be given for Members of the Public to speak and to ask questions. **This time is limited.** Priority will be given to those who have given the Clerk prior notice of their intention to speak/ask questions.
3. **Welcome and Apologies for Absence** – To receive.
4. **Declarations of Interest** - To receive.
5. **Minutes of the Previous Finance Committee Meeting** – To receive, consider and agree the Minutes of the Finance Committee Meeting held on 20th December 2018. (Minutes attached).
6. **Finance Committee Terms of Reference** – To consider and agree. (Deferred' from full Parish Council Meeting' on the 28th January 2019). (Copy already received).
7. **Sealed Tender Process – Grounds Maintenance** – To consider and recommend contractor/s for; (Details at the Meeting);
 - a) The Cemetery and Closed Churchyard, Mistley;
 - b) Other Grounds Maintenance Areas – Mistley.
8. **Parish Council Land Permissions, Leases, Contracts & Charges** – To review, consider and recommend to full Council. (Details attached).
9. **Budget/Precept 2020 2021** – To review, consider and recommend to full Council. (Details to follow).
10. **Urgent Communications** – To receive and consider any matter of sufficient urgency and importance

A handwritten signature in blue ink, appearing to read 'Susan Clements'.

Susan Clements Assoc. CIPD FSLCC (CiLCA) - Parish Clerk

Dated: 26th November 2019