

MARKYATE PARISH COUNCIL



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Clerk to the Council: Mrs D Sells/Mrs J Bissmire

The public are invited to attend all meetings of the Parish Council

Notice is hereby given that there will be a meeting of **Markyate Parish Council Budget and Finance Committee** in the Y2K Hall, Cavendish Road, Markyate on **3 January 2017 at 7.30pm** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend

J Bissmire

Jennifer Bissmire, Clerk to the Council
21 December 2016

To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting.

AGENDA

- F12/17 Apologies for absence (please give apologies direct to the Clerk prior to the meeting)
- F13/17 To receive any Declarations of Interest relating to items on the agenda.
- F14/17 To consider possible co-option of Members to the Committee.
- F15/17 To approve and sign the minutes of the Markyate Parish Council Budget and Finance Committee minutes held on 11 October 2016, as accepted in draft form at the Parish Council meeting held on 1 November 2016.
- F16/17 Public Questions in accordance with Standing order 1 (c to j).
- F17/17 To review staff Contracts of Employment and Job Descriptions, as circulated.
- F18/17 To discuss and agree Draft Estimate of Expenditure for 2017/18, draft document circulated.
- F19/17 To discuss and agree Staff Training and receive staff updates.
- F20/17 To receive report on Internet Banking viewing only no transactions.
- F21/17 To discuss and agree HSBC Bank Mandate.
- F22/17 To receive request from Markyate Youth FC to expand in the future to cater for all age groups in the village and agree action, email circulated.

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F23/17 Public Bodies (Admissions to Meetings) Act 1960 That under S 4 (A) of the Public Bodies(Admissions to Meetings) Act 1960 the public be excluded during the items In Part II of the agenda for this meeting, due to commercial sensitivities, that if members of the public were present during these items there would be disclosure to them of exempt information relating to proposed contract.

- a) To receive quotations for grass cutting of Peggy's Field and cemetery and select one.
- b) To receive quotations for service to the Village Clock and select one.