

BRERETON AND RAVENHILL PARISH COUNCIL

DISTRICT OF CANNOCK CHASE COUNTY OF STAFFORDSHIRE

Chairman: Councillor Mrs G Harvey
37 Birch Lane
Brereton
Rugeley
WS15 1EJ

Mr. P.G. Davies A.C.I.S., D.M.A. [Parish Clerk]
37 Leofric Close
Kings Bromley
Burton-on-Trent
DE13 7JP
[Tel: 01543-472762] [Please reply to the Clerk]

Date: 6th January 2016

Dear Councillor

Finance and Management Committee

You are requested to attend a meeting of the Finance and Management Committee to be held at the Parish Hall, Ravenhill Park, Brereton, on **Wednesday, 13th January 2016**, at **8.00 p.m.**

Yours faithfully

PG Davies
Parish Clerk

To: The Chairman and Members of the Finance and Management Committee
Councillors:- Miss IJ Brown [Chairman]
K Ansell
Mrs DM Easton
R Easton
H Farnath
Miss C Harvey
Mrs G Harvey
Mrs HJ Southwell

AGENDA

1. Declarations of Interest

2. Apologies

3. Minutes

To approve, as a correct record, the attached minutes of the meeting held on 11th November 2015.

4. Matters arising from the Minutes

5. Finance Report

To consider the attached Report of the Clerk.

6. Accounts for Payment

To consider the Report of the Clerk [to follow].

7. Chetwynd's Charity

To consider the attached letter and enclosure from the Clerk to the Trustees.

8. Date and Time of Next Meeting

BRERETON AND RAVENHILL PARISH COUNCIL

Minutes of a meeting of the Finance and Management Committee held at the Parish Hall, Ravenhill Park, Brereton, on Wednesday, 11th November 2015.

Present

Councillors Miss IJ Brown [Chairman], K Ansell, H Farnath and Miss C Harvey.

Apologies for absence were received from Councillors Mrs DM Easton, R Easton, Mrs G Harvey and Mrs HJ Southwell.

Mr PG Davies [Parish Clerk] was also present.

1. DECLARATIONS OF INTEREST

There were no declarations given at the commencement of the meeting.

2. MINUTES

RESOLVED

That the minutes of the meeting held on 14th October 2015, be approved and signed as a correct record.

3. ACCOUNTS FOR PAYMENT

The Clerk circulated a schedule of accounts for payment.

RESOLVED

That authority be given for the payments included on the submitted schedule.

4. FINANCE REPORT

The Report of the Clerk showing the financial position of the Parish Council as at 31st October 2015, was received for information and noted.

5. CARETAKER

The Clerk reported that Mr J Francis had accepted a position with Walsall Metropolitan Borough Council and, as a result, had submitted his resignation to take effect from 20th November 2015.

The Clerk had advertised the vacancy and the interviews would be held on Wednesday, 25th November 2015, at 6.00 p.m., along with the other vacancy for an Assistant Temporary Part-Time Caretaker.

RESOLVED

That the action taken be approved and confirmed.

6. DATE AND TIME OF NEXT MEETING

RESOLVED

That the next meeting be held on 13th January 2016 , at 8.00 p.m.

[Chairman]