

ESCRICK PARISH COUNCIL

OFFICIAL NOTICE OF ESCRICK PARISH COUNCIL ADMIN AND FINANCE COMMITTEE MEETING FOR MONDAY 25TH APRIL 2016

The Council Meeting will be held in Escrick Club, Main Street, Escrick, YO19 6LQ,
on Monday 25th April 2016, at 7.30pm

Meetings are open to the Press and Public except any item labelled as Part 2 under the
Public Bodies (Admission to Meetings) Act 1961, Section 1.
Clerk/RFO: Mrs H Guest, 40 Linden Way, Thorpe Willoughby, YO8 9ND
clerk@escrick.org

AGENDA

Press and Public may not speak whilst the Committee is in session

- Any Parishioner is entitled to attend this meeting.
- Any concerns/questions will be taken at agenda item 'Electors Comments';
- Decisions cannot be made on items not on the agenda, except in exceptional circumstances and only at the Chairman's discretion.

Part 1

AF001: Attendance

a. Apologies - to receive any apologies and reasons for absence from
Councillors. To consider and resolve whether to accept reasons.

b. Present - Clerk to record attendees.

c. Attendance book - Councillors, Public and Press are requested to sign the
Attendance book.

AF002: Welcome: Chairman to welcome Councillors and Public present at meeting.

AF003: Interests: Chairman to remind members of the need to make any declarations of
interest in any agenda items.

AF004: Minutes: To note that the Minutes of the Admin and Finance Meeting held on 3rd
February 2016 were approved and signed at the Ordinary Council Meeting on 11th April
2016.

AF005: Electors' Comments: Committee to receive electors comments on agenda items
for information only (Clerk to make a note of comments).

AF006: Council Policies: To receive Clerks' report on policies which need updating or
creation and to consider suggested revisions. To resolve whether to recommend to full
Council Meeting for approval and signature.

Part 2

AFC007: Confidential business: To consider and resolve whether to exclude Public and members/procedures/finance issues.
Press on the grounds that matters for discussion affect individual staff

AFC008: Audit: To receive update from Clerk.

AFC009: Clerks' contract: To discuss and resolve Clerks contract of employment.

AFC010: Council procedures: Discussion on procedures.

Closure of meeting.

Signed:

Helen Guest

Clerk/RFO

Escrick Parish Council

Date: 20th March 2016