

CLAYTON-LE-WOODS PARISH COUNCIL

**FINANCE STAFFING AND BUILDINGS COMMITTEE MEETING
THURSDAY 2ND NOVEMBER 2017 AT 7.00PM
AT MANOR ROAD SCHOOL ANNEXE**

AGENDA

- 1. APOLOGIES**
- 2. DECLARATION OF INTEREST**
- 3. TO APPROVE THE MINUTES OF THE MEETING HELD ON
10TH OCTOBER 2017**
- 4. MATTERS ARISING**
- 5. BUDGETARY REPORT FOR 2017/18**
 - 1. Bank Reconciliation**
 - 2. CIL Report**
 - 3. Report on Spending 1st and 2nd Quarter**
- 6. PROCEDURES FOR USE OF YORKSHIRE BANK ON LINE BANKING /CARD
(Review of Internal Financial Regulation)**
- 7. BUDGETARY PLANNING FOR 2018/19**
- 8. PROPOSAL FOR PURCHASE OF CHRISTMAS LIGHTS FOR 2018**
- 9. REVIEW OF PARISH MOBILE PHONE CONTRACT DUE FOR RENEWAL**
- 10. UPDATE ON HIRE OF TEMPORARY PREMISES**
- 11. CONFIDENTIALITY**
- 12. DATE OF NEXT MEETING**

The proposed date for the next FSB committee meeting is to be arranged.