



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

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Dear Councillor

15th April 2015

You are hereby summoned to attend a meeting of the Finance and Administration Committee of the Williton Parish Council to be held on **20th April 2015, at 7.00 pm**, at Parish Council Office, Williton for the purpose of transacting the following business. If there are items from the public the meeting will commence at 7.15pm

Members of the press and public are invited to address the Council 15 minutes prior to the commencement of the meeting at approximately 7.00pm, providing the notice period has been complied with. Please see Public Participation Notice. COULD SIGNATORIES PLEASE ARRIVE EARLY TO CHECK PAYMENTS.

Yours sincerely

Michelle Francis
Clerk to Williton Parish Council

AGENDA

- 14/127A To note apologies for absence and approve reason, where appropriate**
- 14/128A Declarations of Interest**
- 14/129A Minutes of the Finance and Administration Committee meeting held on 16th March 2015 for approval** (sent with Full Council papers)
- 14/130A Matters to Report**
 - 14/130.1A (Item 14/114.1A) Youth Service
 - 14/130.2A (Item 14/114.2A) Street Cleansing and Public Convenience Cleaning Contract
 - 14/130.3A (Item 14/120A) Pedestrian Crossing and Lighting
- 14/131A Parish Office**
- 14/132A Budget**
 - 14/132.1A Detailed Receipts and Expenditure Analysis as at 31st March 2015 (attached)
 - 14/132.2A Summary of Provisions as at 31st March 2015 (attached)
- 14/133A Bank Reconciliation for March 2015** (to be carried out at meeting)
- 14/134A Accounts for payment** (to be given at meeting)
- 14/135A Correspondence**
- 14/136A To pass a resolution to exclude the press and public from the remainder of the meeting**
- 14/137A End of Year Audit**
- 14/138A Insurance Renewal – 31st May**
- 14/139A Matter for the next meeting – 15th June 2015**