



WILLITON PARISH COUNCIL

2 Killick Way, Williton, Somerset TA4 4PY

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Dear Councillor

16th March 2016

You are hereby summoned to attend a meeting of the Finance and Administration Committee of the Williton Parish Council to be held on **21st March 2016, 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

- 15/93A To note apologies for absence and approve reason, where appropriate**
- 15/94A Declarations of Interest**
- 15/95A Minutes of the Finance and Administration Committee meeting held on 15th February 2016 for approval**
(sent with Parish Council papers)
- 15/96A Matters to Report**
15/96.1A (Item 15/89A) Reply from Highways regarding Adopted Roads at Aller Meade and Blacksmiths Close
- 15/97A Parish Office**
15/97.1A Re-rendering of Parish Office
- 15/98A Budget**
15/98.1A Detailed Receipts and Expenditure Analysis as at 29th February 2016 (attached)
15/98.2A Summary of Provisions as at 29th February 2016 (attached)
15/98.3A Allocation of Provisions to be carried over to the next financial year
- 15/99A Bank Reconciliation for February 2016** (to be carried out at meeting)
- 15/100A Accounts for payment** (to be given at meeting)
- 15/101A Correspondence**
15/101.1A Non Domestic Rate Bill 2016/2017
15/101.2A SALC notification re S.137 Expenditure Limit for 2016/2017
15/101.3A Contribution Bandings for 2016 & Revised LGPS Discretions Policy Guidance (attached)
15/101.4A The National Living Wage: Keeping you prepared for April 1st (forwarded 16.03.16)
- 15/102A Audit of Accounts 2015-2016**
- 15/103A Matters for the next meeting – 18th April 2016**