



FOUR MARKS PARISH COUNCIL

The Clerk to the Council

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Wednesday 20th July 2016

Dear Committee Member

Please note that you are hereby summoned to attend a meeting of the Finance & General Purposes Committee to be held at the **Parish Council offices** on Wednesday 27th July 2016 at 7.30pm.

Yours sincerely

Sarah Goudie

Clerk to the Council

COMMITTEE MEMBERS: Cllr Janet Foster (Chair), Cllr Anne Tomlinson, Cllr Simon Thomas, Cllr John Davis
(The quorum for this meeting is 2 voting councillors)

A G E N D A

1. OPEN SESSION

Members of the public are invited to speak on any topic that is or could be directly related to Council business. **At the conclusion of the Open Session the formal meeting of the Council will commence. Please note the public are then no longer permitted to participate further in the meeting.**

2. APOLOGIES FOR ABSENCE

3. MINUTES OF THE LAST MEETING

- To approve and sign the minutes of the Meeting held on 23rd March 2016 (*previously circulated*)
- To raise any Matters Arising not detailed on the Agenda below

4. REVIEW OF ALL GOVERNANCE DOCUMENTATION (copies available upon request)

5. EXTERNAL AUDIT REPORT

6. BENIAN'S PAVILION FUTURE FEE STRUCTURE

7. BANK CURRENT AND DEPOSIT ACCOUNTS – PROPOSALS TO CHANGE

8. MATTERS ARISING FROM FULL COUNCIL

- To discuss and agree a budget for the Communities facility project, if appropriate
- To discuss the Clerk's Assistant and potential extension of contract

9. NEXT MEETING

- Wednesday 26th October 2016, budget preparation.

Members of the public are welcome to attend meetings of the Council and its committees. Relevant documentation is available from the Clerk in advance on request. Matters requiring further consideration will receive a reply in writing.