

BROUGHTON & BRETTON COMMUNITY COUNCIL

FINANCE AND STAFFING COMMITTEE

15 DECEMBER 2015

A G E N D A

1. **Apologies for Absence:**

2. **Declarations of Interest:**

To receive any declarations of interest from Members.

3. **Minutes of the Previous Meeting:**

To receive and confirm as a correct record and then to authorise the Minutes of the Meeting of the Committee held on 17 November 2015, to be signed by the Chair.

4. **Matters Arising from the Minutes:**

5. **Accounts for Payment:**

To approve the accounts for payment, a list of which will be submitted to the meeting.

6. **Clerk & Financial Officer's Report:**

To receive a report on:-

(a) the Council's contributions to the Central Administration and Direct Maintenance Committee for the month

(b) other relevant matters.

7. **Income & Expenditure:**

To receive a report on income and expenditure at 30 November 2015 – report attached.

8. **Bank Reconciliation:**

To receive a bank reconciliation.

9. **Community Chest Grant Application:**

An application has been received from the Broughton and Bretton Community Centre Association for assistance with improvements to the building's heating system and showers.

The Association has submitted the supporting documentation required i.e. constitution, bank statements and annual accounts.

10. **Members Information Items:**

To receive any relevant items of information.