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| **PARISH COUNCIL OF**  **SUNDRIDGE WITH**  **IDE HILL** | **11 Clover Way, Paddock Wood**  **Kent, TN12 6BQ** |
| **AMANDA BARLOW**  **Clerk to the Council** | **Telephone:  07495 962372**  **email: pc.swih@hotmail.com** |

**To: The Members of the Finance Committee of the Parish Council of Sundridge with Ide Hill**

(Cllrs Banbrook, Edmonds, Evans, Jolley, Mrs Lovegrove, Powell, and Stokes)

I hereby summon you to attend a Meeting of the Finance and Personnel Committee of the Parish Council to be held in the VILLAGE HALL, **IDE HILL** commencing at **7.00 p.m**. on **TUESDAY October 4 2016** to transact the undermentioned business.

Clerk

**AGENDA**

Apologies for Absence will be given at the commencement of the meeting followed by Declarations of Interest from the Members of the Committee regarding matters being discussed at the meeting.

The business of the Committee will be taken in the following order. All matters discussed will include information items as well as:

1. Minutes of the meeting held on 13 July 2016.
2. Matters arising from those Minutes.
3. Public Forum
4. Correspondence including requests for grants.
5. To receive budget statement, 30 September 2016.
6. To review VAT return to 30 September 2016.
7. To discuss and/or approve allocation of resources for the following:

* Clerk’s pension
* Payroll provider
* Application for SDC Community Grant
* Website funding

1. To discuss Street Lighting repairs and approve necessary expenditure.
2. Urgent issues at the discretion of the Chairman for noting or inclusion on future agenda.
3. Date of next meeting – To set dates of next meeting

NOTES: Members are reminded of the need for them to declare any interests which they may have on any matters coming before the Parish Council for consideration. Further advice can be sought, whenever necessary, from the Clerk.

Members are asked to be in the Village Hall in good time prior to commencement of the meeting at 7p.m. so that they may acquaint themselves with the contents of any written material laid round the table.