Members of the Committee named below are summoned to attend the above meeting which will be held on **Thursday 10th November** at the **CIVIC CENTRE, Edward German Room**, Whitchurch commencing **at 6:00pm**

All Councillors are invited to attend. The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

**Date of Notice: 3rd November 2016**

Zoë Dean  
**Acting Town Clerk**

To: Cllrs A Chesters, B Duffy, T O’Neill, T Harris, J McAuley, M Rigley and J Sinnott.

**AGENDA**

1. **APOLOGIES**  
   To receive any apologies and reasons for absence

2. **DECLARATION OF INTEREST**  
   To receive any Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to any item on the agenda for the meeting.

3. **MINUTES**  
   To confirm the minutes of the Extraordinary Finance & Resources Committee meeting held on **13th October 2016** sign as an accurate record of that meeting (copy attached)

4. **OUTSTANDING MATTERS**  
   Parish Plan Refresh budgetary allocation

5. **PUBLIC PARTICIPATION**  
   Members of the public are invited to make representations, ask questions and give evidence in respect of business being transacted at the meeting and about any other matter for which the Committee has a responsibility. The Chairman will at this point, suspend Standing Orders to allow any members of the public to address the meeting

6. **ACCOUNTS MONTH 7**  
   To receive the most up to date copy of the accounts.
7. **CORRESPONDENCE REGARDING VAT**
   To receive an update on the VAT issue and training dates.

8. **WHITCHURCH CEMETERY BOARD**
   To receive Cemetery Board Precept and accounts correspondence.

9. **BANK CHARGES**
   To receive an update.

10. **WHITCHURCH YOUTH CLUB**
    To consider funding Centre North East’s Television Licence.

11. **BUDGET 2017/2018**
    To discuss the budget for the coming year.

12. **TRAINING**
    To receive documents from training (copies attached).

13. **HERITAGE COURTYARD SHOPS**
    To receive an update.

14. **CONFIDENTIAL BUSINESS**
    To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

15. **STAFF SALARIES**
    To consider regrading Accounts Assistant and Facilities Officer posts.