

**OTFORD
PARISH
COUNCIL**

Parish Clerk:
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The next meeting of the Finance and General Purposes committee of Otford Parish Council will take place on Monday 5 October 2015 at 9.15am at the above address.

AGENDA

There will be 10 minute public forum before the start of the meeting

1. Apologies for absence.
2. Approval of the minutes of the meeting on 3 August 2015.
3. Matters arising.

To consider the items below and make any necessary recommendations:

4. General Financial

- 4.1 To receive details of receipts and payments made since the last Council meeting together with details of the last bank reconciliation and approve orders for payment where appropriate.
- 4.2 To consider 6 month cash flow.
- 4.3 Change of bank signatories.
- 4.4 Income from CIL.
- 4.5 Annual Return – remarks from External Auditors.

5. Cemetery

- 5.1 To receive an update on any matters arising since the last meeting.
- 5.2 To consider the quotations received for tree work in the cemetery.

6. Car Park

- 6.1 To receive an update on any matters arising since the last meeting.
- 6.2 To receive a copy of the latest figures from Britannia.

7. Toilets

- 7.1 To receive an update on any matters arising since the last meeting.

8. Allotments

- 8.1 To receive an update on any matters arising since the last meeting.

9. Recreation grounds/pond

- 9.1 To receive an update on any matters arising since the last meeting.

10. School House

- 10.1 To receive an update on any matters arising since the last meeting.

11. Chalkpit

- 11.1 To receive an update on any matters arising since the last meeting.

12. Other

13. Correspondence

14. Date of next meeting – 2 November 2015