



**NOTICE and AGENDA of the FINANCE & CAR PARK COMMITTEE**  
**MEETING to be HELD IN PORT ISAAC SCHOOL**  
**ON WEDNESDAY, 21<sup>st</sup> JANUARY 2015 @ 6.30 pm**

Members of the public and press are invited to attend this meeting of the Council.

Minute	AGENDA ITEMS	Action
	<u>Chairman's Welcome and Public Forum</u> – members of the public may address the Council prior to the commencement of the Meeting.	
F&CP14/15	<u>Apologies for Absence</u> –	
F&CP15/15	<u>Members' Declarations</u> – <ol style="list-style-type: none"> <li>a. <i>Registerable Declarations of Interests</i> – Members must declare an interest, which has been declared on their Register of Financial Interests form, relevant to the agenda.</li> <li>b. <i>Non-registerable interest</i> – Members must declare non-registerable interests at the start of the meeting or whenever the interest becomes apparent.</li> <li>c. <i>Declaration of Gifts</i> – Members are reminded they must declare any gift or hospitality with a value in excess of fifty pounds.</li> <li>d. <i>Dispensations</i> – Members to consider any requests for dispensations.</li> </ol>	
F&CP16/15	<u>Financial Matters</u> – <ol style="list-style-type: none"> <li>a. <i>Financial Report</i> – Members to receive a report.</li> <li>b. <i>Bank Matters</i> – Members to sign a letter authorising the Bank to send statements, etc. to the new Clerk and to sign bank forms to allow the Clerk to carry out telephone and internet banking.</li> </ol>	
F&CP17/15	<u>Public WCs</u> – <ol style="list-style-type: none"> <li>a. <i>New Road Public WCs</i> – Minute 11d/2015 refers. Members to receive an update, to include:               <ol style="list-style-type: none"> <li>i. Signing the Lease.</li> <li>ii. Refurbishment.</li> <li>iii. Installation of 'pay as you enter' doors.</li> <li>iv. Planning permission – layout to be agreed.</li> </ol> </li> </ol>	Cllr. Raynor
F&CP18/15	<u>Car Park Matters</u> – <ol style="list-style-type: none"> <li>a. <i>Overflow Car Park</i> – Minute 11b/2015 refers. Members to receive an update, following the site meeting with Mr Julian Harris, to include the</li> </ol>	Cllr. Williams

	implications of the project and tenders for refurbishment.	
F&CP19/15	<u>Retention and Destruction Policy</u> – Members to consider recommending to Full Council that a Retention and Destruction Policy is adopted. NOTE – this will eliminate the need to store a number of old files.	
F&CP20/15	<u>Information Only/Future Agenda Items</u> – a.	
F&CP21/15	<u>Meeting Closed</u> –	

Signature: ..... (Mrs Gillian Thompson)  
Parish Clerk

Date: 14<sup>th</sup> January 2015

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