



# **WOOTTON and EAST HUNSBURY PARISH COUNCIL**

*Wootton Community & Sports Centre, Curtlee Hill, Wootton, Northampton, NN4 6ED*  
Tel: 01604 705055 Fax: 01604 705777

## **NOTICE OF MEETING OF FINANCE & HR COMMITTEE COUNCIL**

*I hereby give notice a meeting of the Parish Council will be held at  
Wootton Community & Sports Centre, Curtlee Hill, Wootton, NN4 6ED*

*on Wednesday 28th April 2010 at 19:00pm*

Issued by Jayne Saunders

Friday 23rd April 2010

1. **Opening Procedures**
  - a. To receive and approve apologies for absence
  - b. Confirmation of [Minutes](#) from February 2010
  - c. Declarations of interest
2. **BDO Audit – update**
3. **Budget figures 2010/11 – review**
4. **Purchase of Towbar & Trailer - review quotes**
5. **Laptops for Seniors – review needs**
6. **Walk in the Park – determine carry forward allowance**
7. **Use of internal auditors – gain agreement to use Di Issacs for future audits**
8. **Approve the current Direct debits and standing orders**

**That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**

**9. Review contract/incentives for Centre Stewards**

**10. Grants officer – determine role**

**11. Change from Weekly to monthly payroll – review implementation**

**12. AOB**

**13. Date of Next meeting – Wednesday 30th June 2010 at WCSC**

**Signed**

**Date 23.4.10**