



**Durrington Town Council
Town Council Office, Village Hall, High Street, Durrington, SP4 8AD**

All Town Council Meetings are open to the public and the media

A meeting of the **HR and Finance Committee** will be held in the Town Council Office at the Village Hall at 18:00 on Monday 6 January 2020. The agenda is set out below.

Liz Moore (Parish Clerk), 19th December 2019

AGENDA

- 1. PUBLIC QUESTIONS**
- 2. APOLOGIES**
- 3. DECLARATION OF INTERESTS**
- 4. TO APPROVE THE MINUTES** of the HR and Finance Meeting held on the 21
November 2019.
- 5. MATTERS ARISING FROM THE MINUTES**
- 6. TO CARRY OUT A REVIEW OF PARISH COUNCIL FINANCIAL RECORDS
(RECEIPTS AND PAYMENTS)**
- 7. TO CONSIDER BUDGET AND PRECEPT**
- 8. HIRE OF PART-TIME FACILITIES MANAGER**
- 9. CLERK'S FEEDBACK ON WORK TO DATE**
- 10. TO SET A DATE FOR STAFF APPRAISALS**
- 11. DATE OF NEXT MEETING**
- 12. ANY OTHER BUSINESS**