**DUSTON PARISH COUNCIL**

Duston Community Centre

Pendle Road, Duston NORTHAMPTON NN5 6DT

 Tel: 01604 583626

Email: office@duston-pc.gov.uk Website: [www.duston-pc.gov.uk](http://www.duston-pc.gov.uk)

 1st March 2018

**NOTICE OF A MEETING OF THE PARISH COUNCIL**

**A Meeting of the Finance and General Purposes Committee will be held at**

**Duston Community Centre,**

**Pendle Road, Duston**

**Thursday 8th March 2018 at 7.00pm**

Members of the Public and Press are invited to address the Committee at its Public session from 7.00pm to 7.15pm

**SPEAKING AT**

**COMMITTEE MEETINGS**

Persons (other than Members) wishing to address the Committee may register their intention to do so at the above address by telephone or email by 12 noon on the day of the meeting and may speak for a maximum of 3 minutes.

1. **APOLOGIES FOR ABSENCE**

To receive Apologies for Absence

1. **DECLARATIONS OF INTEREST**

To receive declarations of interest

1. **MINUTES**

To approve the minutes of the last meeting

1. **PUBLIC SESSION**
2. **ELECTION OF VICE-CHAIR**

To elect a Vice-Chair

1. **REVIEW DRAFT TERMS OF REFERENCE FOR FINANCE AND GENERAL PURPOSES COMMITTEE**

To discuss and agree the reviewed draft terms of reference for the Finance & General Purposes Committee for recommendation to Full Council.

1. **REVIEW INVOICE PAYMENTS**

To review payments since November 2018

1. **GENERAL DATA PROTECTION REGULATION / COUNCILLOR EMAIL ACCOUNTS**

To receive an update on GDPR arrangements and Duston Parish Council email accounts.

1. **INTERNAL AUDITOR**

The Chair to comment on communication with the Internal Auditor.

1. **GRANT APPLICATIONS**

To approve grant applications received.

1. **CLERK / RESPONSIBLE FINANCE OFFICER UPDATE**
* Duston Library
* ICT Upgrade
* Facilities Charges
* St Luke’s Leases
* Recovery of Locum Fees

**THE NEXT MEETING OF FULL COUNCIL WILL TAKE PLACE ON 5th APRIL AT 7PM**