

DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE, TO BE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE, ON MONDAY 16TH JANUARY 2006 at 7.30PM.

Ditton Community Centre
Kilnbarn Road,
Ditton
AYLESFORD
Kent ME20 6QR

(Mrs) Sue Kavanagh
Clerk of the Council

Tel: 01732 844749

10th January 2006

A G E N D A

1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **DECLARATIONS OF INTEREST**
4. **FINANCE**
 - (a) **Financial Analysis** - Copy herewith
 - (b) **Earmarked Reserves** - Copy herewith + Clerk's Notes
5. **DISASTER RECOVERY PLAN**

Minutes of Working Party meeting held on 18/11/2005, copy herewith
6. **ESTIMATES FOR FINANCIAL YEAR 2006/2007**
 - (a) **Committee Estimates** - Copies of the following information herewith
 - (i) COMMITTEE BUDGETS (As recommended by Committees)
 - (ii) CLERK'S NOTES
 - (ii) DRAFT ESTIMATES INCORPORATING CLERK'S SUGGESTIONS
 - (b) **Five Year Plan** – Copy herewith
 - (c) **F & A Committee Recommendation**
7. **CLOSURE**

To be followed immediately by an **EXTRAORDINARY MEETING** of the **PARISH COUNCIL**

NOTICE IS HEREBY GIVEN OF AN **EXTRAORDINARY MEETING** of DITTON PARISH COUNCIL TO BE HELD IN THE COUNCIL CHAMBER at DITTON COMMUNITY CENTRE ON

MONDAY 16TH JANUARY 2006 IMMEDIATELY FOLLOWING A MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE

A G E N D A

1. **OPENING OF MEETING**

2. **APOLOGIES**

3. **DECLARATIONS OF INTEREST**

4. **CORRESPONDENCE** - *Response required by 3rd February 2006*

Kent Police Authority: **Council Tax & Policing Plan Consultation for Financial Year 2006/2007**

5. **ESTIMATES OF EXPENDITURE FOR FINANCIAL YEAR 2006/2007**

6. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes at approximately 8.30pm to permit members of the public to raise any items for the Council's attention, however, because of the confidential nature of the some of the items on this Agenda, in accordance with Standing Orders 27 & 50, parts of this meeting will exclude the Press and Public.