

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 25th JULY 2011 AT 7.30PM

Ditton Parish Council
Ditton Community Centre
Kilnbarn Road
Ditton, AYLESFORD
Kent ME20 6AH

Nicola Greenaway
Clerk of the Council
19th July 2011

Tel: 01732 844749
Email: clerk@dittonparishcouncil.gov.uk
Website: www.dittonparishcouncil.gov.uk

A G E N D A

1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **ELECTION OF VICE-CHAIR**
4. **DECLARATIONS OF MEMBERS' INTERESTS**
5. **FINANCIAL INFORMATION**
 - (a) Financial Analysis
 - (i) EOY 2010/2011 & Explanation of Significant Variances in budgets - *copy herewith*
 - (ii) April/May/June 2011 - *copy herewith*
 - (iii) Budget Management Comparisons – *copy herewith*
 - (b) Investment
 - (i) Report On Current Situation – if available
6. **REVIEWS**
 - (a) Services – *referred from Community Centre Committee*
 - (b) Human Resources/H&S Advice – *information herewith*



7. **CCTV POLICY** – *draft herewith*

8. **PARISH SURVEY**

9. **DITTON GAZETTE**

(a) Style of future editions

(b) Quotations

10. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes to permit members of the public to raise any items for the Council's attention, however, due to the confidential nature of some of the items of business parts of the meeting will exclude the press and public in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50.