

There will be a meeting of the **FINANCE & ADMINISTRATION** Committee in the Council Chamber, 1 Moorland Parade, Moorland Way, Upton on **29 MAY 2018** and will commence at **7.00 pm**.

Signed: Mrs K Wright  
Town Clerk  
23 May 2018

**Democratic Session** - With permission and at the discretion of the Chairman any member of the public may comment on an issue being debated by the Council in order to provide information or clarification of items relevant to the matter being debated. This facility will normally be limited to a maximum of only three minutes per person on the subject being debated. This will take place at 7.45pm and will last for a maximum of 15 minutes.

## **A G E N D A**

1. Declarations of interest and apologies for absence.
2. Correspondence. None
3. Clerks Report.
4. To elect a Vice-Chairman of Finance and Administration.
5. To review the floodlight operation at the Recreation Ground and to consider whether to apply to PDC to vary the conditions of usage at a cost of £117.
6. To receive report from each committee Chairman on recent activities and future aspirations in their area of responsibility.
7. To receive financial summary of accounts up to 31 March 2018.
8. Items of Report and Matters for future Agendas.