

Council Office, Station Road,  
Broughton Astley, Leicester, LE9 6PT

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Dear Sir/Madam

## NOTICE OF MEETING

A Meeting of the **ADMINISTRATION & FINANCE COMMITTEE** will be held in the Astley Room at the Village Hall, Station Road Broughton Astley at 7.30pm on Thursday 7 June 2018 for the transaction of the following business. Your attendance is required.



Dated this 29 May 2018

**DEBBIE BARBER**  
Parish Manager

## A G E N D A

1. Election of Chair and Vice-Chair of the Administration and Finance Committee for the Municipal Year 2018-19.
  2. Attendance and apologies.
  3. Declaration of Members' interests on any matters to be placed before the Committee.
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### Council Management

4. Review the recommended amendments to the draft Corporate Plan 2018-2023.
  5. Review the Internet Banking Policy 2018
  6. Review the Media Policy and Guidance of the Production of New Releases 2018.
  7. Review Community Grants Policy and Procedure 2018.
  8. Review the draft Memorial Bench Policy 2018
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9. Urgent items with consent of the Chairman.