

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 September 2017 for the transaction of the following business. Your attendance is required.



Dated this 31 August 2017

DEBBIE BARBER
Parish Manager

A G E N D A

1. Attendance and apologies.
 2. Declaration of Members' interests on any matters to be placed before the Committee.
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Council Management

3. Review the Financial Delegation to the Parish Manager.
 4. Review of the Financial Regulations 2017/18.
 5. Review the Treasury Management / Financial Investment Strategy for 2017/18.
 6. Consider the report of providing mobile telephones for key members of staff.
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7. Urgent items with consent of the Chairman.