

BOX PARISH COUNCIL

Mrs.M.S.CAREY
Clerk to the Council

COUNCIL OFFICE
THE PARADE
BOX
CORSHAM
WILTS SN13 8NX

Office Hours
Monday & Thursday
9.30 – 12.30
or by appointment

Telephone: 01225 742356
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7th January 2020 2019

Dear Councillor,

You are summoned to a meeting of the **Policy and Finance Committee** to be held at the Parish Council Offices on **Monday 13th January 2020** commencing at **7.00 p.m.** to consider the following Agenda.

Please give apologies to the Committee Chairman or Clerk prior to the meeting

Yours sincerely

M.S. Carey
Margaret Carey
Clerk

A G E N D A

1. To receive any apologies for absence
2. Public Question Time
3. To receive the Minutes of the Meeting held on 9th December 2019
 - Review of actions and matters arising from the minutes
4. To receive any correspondence
5. To receive any accounts for payment
6. Review of Policies/Financial issues
7. Legal Matters
8. Highway matters – update on issues raised
9. Any items raised at Full Council meeting
 - Upgrade of office computer and laptop
10. Other issues
 - Business/Forward Plan
11. Any items of report or future agenda items
12. Date of next meeting: 10th February 2020