

Grimley Parish Council

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Clerk: Mrs Lisa Stevens

Tel: 01905 820956

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Kempsey
Worcester
WR5 3LG

Friday 25 August 2017

Dear Councillor,

Notice is hereby given that **an Extra Ordinary Meeting of Grimley Parish Council** will be held on **Thursday 31st August 2017 at 7.30pm** in The Peace Hall car park, Sinton Green when the business set out in the agenda below will be transacted. Your attendance at the meeting is requested.

Yours faithfully, Lisa Stevens, Clerk & Responsible Financial Officer

The press and public are also cordially invited to attend this meeting

1	To consider any apologies for absence.
2	Declarations of interest.
3	General Finance and Administration. To consider and motion to approve the payment of outstanding accounts below.
17	Date of Next Scheduled Meeting - 18th Sept 7.30pm, Peace Hall, Sinton Green. The press and public are cordially invited to attend this meeting.

Appendix 1: Items for payment.

Hallow Scout & Guide Group	<i>Donation as agreed in 2017/2018 Budget Previously approved. Parish Council order code: GPC201708. To amend cheque payee to "Worcester 9th Scout Group"</i>	£100.00	VAT nil
HMRC	2 nd Quarter PAYE tax return. Parish Council order code: GPC201700.	£13.20	VAT nil
Information Commissioner	Registration as a data controller under the Data Protection Act. Registration reference: Z2846139 . Parish Council order code: GPC201718	£35.00	VAT nil
The Society of Local Council Clerks	CILCA training fee. Order no: 188230. Parish Council order code: GPC201709	£250.00	VAT nil
Simon Skeys	Mowing Sinton Green April, May & June 2017. Invoices 56, 62 & 72. Council order code: GPC201701	£357.00	VAT nil
Simon Skeys	Lengthsman April, May & June 2017 Parish Council order code: Lengthsman	£368.00	VAT nil
Lisa Stevens	Clerk wages [July] (£365.44 plus PAYE refund £106.40 due to changed tax code – amount to be claimed back from HMRC at end of financial year)	£471.84	VAT nil
Lisa Stevens	Expenses. Postage, phone bill, projector stand for council meetings.	£84.11	VAT £1.38
Lisa Stevens	Additional work outside contractual hours for Monkwood Green Management group. 3 hours additional work at hourly wage £11.42 June 2017. (NB. Additional payment authorised 26th April 2016 minute ref 74/16 and reaffirmed August 2016.). Parish Council order code: GPC201704	£34.26	VAT nil