

STOWEY SUTTON PARISH COUNCIL

Clerk: Jo Bryant Email: clerk@stoweyesuttonpc.org Website: www.stoweyesuttonpc.org
To Councillors: L Kingston , H Clewett, M Arnold, E Daly

You are hereby summoned to attend a meeting of the Bishop Sutton Community Library Sub-Committee to be held on Tuesday 19th November 2019, 7.30 pm, at The Link, Bishop Sutton BS39 5UU



Jo Bryant,
Parish Clerk
13th November 2019

Members of the public and press are invited to attend the meeting unless the Parish Council Sub-Committee by resolution enters confidential session, in accordance with the Parish Council Standing Orders.

Bishop Sutton Community Library Sub-Committee Meeting Agenda

1. Apologies for absence
To receive apologies for non-attendance
2. Approval of Minutes
To agree minutes circulated from meeting held Tuesday 23rd April 2019 are a true and accurate record.
3. Declaration of interest
To receive any Declarations of Interest.
4. Chair's Report
To receive report from chair regarding latest quarterly B&NES review and future planned activities.
5. Roles and Responsibilities
To review the roles and responsibilities of the volunteers and working party, along with any training needs.
6. Policies and Procedures
To review library policies and agree recommendations for parish council.
7. Finances
 - i. To agree:
 - a) Budget requirements for the next financial year
 - b) Treatment of reserves
 - c) Implementation of a contingency plan
 - ii. To receive:
 - a) Current income and expenditure and expenses for approval
 - b) Any Financial expenditure for presentation to full Parish Council
8. Date of next meeting
To consider the next meeting date