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A meeting of the **Management & Audit Committee** will take place in the **Parish Office** on **Wednesday 6th March 2018** at **7.30pm**. All members of the Council are requested to attend, if possible. The meeting is open to the public. Prior to the start of the meeting a public forum of not more than 15 minutes will be held. The public may address the council on current matters or issues that may become future agenda items.

AGENDA

1. **Chairman's remarks.**
2. **To receive apologies and resolve to accept reasons for absence.**
3. **Disclosure of pecuniary interests**
Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members' interests maintained by the Monitoring Officer.
4. **Notes of the meeting held on 16th October 2018 to be approved and signed as the minutes.**
5. **Clerk's Report** *(for information only).*
6. **Correspondence** for information only as per attached list.
To note general correspondence (publications and letters are available for inspection in the Parish Office).
7. **Financial:**
 - a) To receive details of the Council's income, expenditure and Ear Marked Reserves at 28.2.19.
 - b) To consider payment of a non-attendance lunch at a LALC training event.
 - c) To consider disposal of old office computers.
8. **Audit matters:**
To receive the most recent Internal Auditor's report.
9. **Management matters:**
 - a) To consider quotes for carrying out a Health & Safety Audit.
 - b) To receive a report from the Personnel Panel following the Clerk's annual appraisal and review salary with effect from 1st April 2019.
 - c) To review staff salaries/wages and terms & conditions with effect from 1st April 2019.

Julie Murray, PSLCC
Clerk to Welton-by-Lincoln Parish Council
27 February 2019