

PROBUS PARISH COUNCIL

CLERK: Mrs A Kendall, Foxleigh, Treviglas Lane, Probus, Truro, TR2 4LH
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Monday 31st October 2016

To members of the Council

You are hereby summoned to attend a meeting of Probus Parish Council at the Probus Village Hall on Monday 7th November 2016 commencing at 7.30 p.m. for the purpose of transacting the following business.

..... A Kendall

Clerk to the Council.

Prayer

1. Apologies for absence
2. Declaration of interests in items on the agenda.
3. Review of staff costs (toilet cleaner & litter picker), review fees (cemetery, car park, MUGA).
4. To set precept for 2017-2018. (*To review and approve annual budget & set precept*)
5. Appoint/re-appoint internal auditor.
6. Review of effectiveness of internal audit, internal control & adopt Statement of Internal Control (enc).
7. Risk Assessment-*to review risk and to ensure adequately insured (enc)*