UPTON BY CHESTER AND DISTRICT

 PARISH COUNCIL

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**18 Gladstone Road**

**Chester**

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**Email:** clerk@uptonbychester.org.uk

Dear Member,

You are summoned to the Meeting of the Finance Committee to be held at 7.00 pm on Monday 2 March 2020 at Upton Pavilion, Wealstone Lane, Upton, Chester.

The business to be transacted at the meeting is detailed on the agenda below. Please note that Standing Orders will apply at this meeting. Members of the press and public are entitled to attend and there will be an 'Open Forum' for 10 minutes at the beginning of the meeting to raise any issues with the Parish Council.

Signed………………………………………………. Clerk to the Parish Council 26.02.20

**AGENDA**

**1. APOLOGIES FOR ABSENCE.**

To receive and note apologies for absence as reported to the clerk.

**2. DECLARATIONS OF INTEREST.**

Members are invited to declare any interests they may have in any items on this agenda as per the Code of Conduct.

**3. MINUTES.**

To approve the Minutes of the meeting held on 9 December 2019. **Enc**

**4. CLERK’S REPORT.**

To receive and note the Clerk’s Report. **Enc**

**5. SCRIBE.**

To receive information regarding the benefits of the new accounting software approved by the Parish Council.

**6. INCOME.**

To consider means of generating additional income.

**7. BUSINESS CYCLE.**

To consider the cyclical aspects of Parish Council finance.

**8. TENNIS COURTS PROJECT FEASIBILITY STUDY.**

To review information provided by the LTA.

**9. INTERNAL AUDIT.**

To approve the appointment of an internal auditor.

**10. BANK SIGNATORIES.**

To receive an update on the progress of amending the bank mandate.

**11. DATE AND TIME OF THE NEXT MEETING.**