



UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion
Wealstone Lane
Upton
Chester
CH2 1HD
07584415343

Email: clerk@uptonbychester.org.uk

Dear Member,

You are summoned to the Meeting of the Finance Committee to be held at 6.30 pm on Monday 8 January 2024 at Upton Pavilion, Wealstone Lane, Upton, Chester, CH2 1HD.

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.

Signed *Suzi Bull* Clerk/ Proper Officer to the Parish Council 03.01.24

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 items on this agenda as per the Code of Conduct.

3. MINUTES.

To approve the Minutes of the meeting held on 13 November 2023. **Enc**

4. CLERK'S REPORT.

- To receive a report from the Clerk on the actions taken on the resolutions of the last meeting, updates on current matters and supporting information for this agenda. **Enc**
- To agree further action as necessary.

5. ACCOUNTS REPORT.

- To note a Receipts and Payments report for December. **Enc**
- To receive a budget variance report year to date. **Enc**
- To agree action as appropriate.

6. BUDGET 2024/25.

To review the revisions to the draft budget and recommend final budget to the full Council. **Enc**

7. VAT.

To receive information regarding the Council's VAT liability and agree action. **Enc**

8. SMALL GRANTS POLICY.

To review the small grants policy and approve draft amendments. **Enc**

9. DATE AND TIME OF THE NEXT MEETING.

To confirm the date and time of the next meeting.