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 6.30 pm on Monday 9 September 2019 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 04.09.19

**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 15 July 2019.

**4. CLERK’S REPORT.**

To receive and note the Clerk’s Report.

**5. INTERIM BUDGET REPORT.**

To receive information and agree action as necessary.

**6. BUDGET PROCESS 2020/21.**

To consider the budget setting process and agree action as necessary.

**7. FINANCIAL REGULATIONS.**

To note amendments to the NALC model document and review UPC Financial Regulations.

**8. FINANCE COMMITTEE MEETING SCHEDULE.**

To consider adjustments to the Finance Committee annual meeting schedule.

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

To confirm that the date and time of the next meeting will be on Monday 9 December 2019.