



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 **6.30pm on Monday 11 March 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 *S.J.Stanley* Chair of the Parish Council 04.03.2024

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and note apologies for absence as reported to the Chair of the Parish Council.

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 12 February 2024 **Enc**

4. REPORT FROM THE ACTING RESPONSIBLE FINANCIAL OFFICER (RFO)

- To receive a report on the actions taken on 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 receive a Receipts and Payments report for February **Enc**
- To receive a Budget Variance report year to date. **Enc**
- To receive a Treasury Management report **Enc**
- To agree action as appropriate

6. INTERNAL AUDITOR APPOINTMENT 2023/24

- To receive a progress update on the appointment of a new Internal Auditor
- To agree further action

7. DATE AND TIME OF THE NEXT MEETING.

To confirm the date and time of the next meeting as **Monday 8th April at 6.30pm**