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 15 July 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 09.07.19

**AGENDA**

**1. ELECT A CHAIRMAN.**

To elect a Chairman of the Committee for the year ahead.

**2. ELECT A VICE CHAIRMAN.**

To elect a Vice Chairman of the Committee for the year ahead.

**3. APOLOGIES FOR ABSENCE.**

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

**4. 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.

**5. MINUTES.**

To approve the Minutes of the meeting held on 4 March 2019.

**6. INTERNAL AUDIT REPORT.**

To review the recommendations made in the internal audit report and agree action.

**7. ANNUAL ACCOUNTS SUMMARY.**

To review the 2018/19 accounts summary and note where improvements to budget setting may be made.

**8. PAVILION AND SPORTING FACILITIES – CHARGES.**

To consider the pricing schedule and annual charges; also to consider a request for an adjustment to fees by Upton Juniors FC.

**9. INSURANCE.**

To approve the annual insurance renewal.

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

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