



# UPTON BY CHESTER AND DISTRICT PARISH COUNCIL

Upton Pavilion  
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Upton  
Chester  
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Dear Member,

You are summoned to the Meeting of the Finance Committee to be held at 7.30 pm on Monday 27 June 2022 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 22.06.22

## AGENDA

### 1. APPOINTMENT OF CHAIRMAN.

To receive nominations for and elect the Chairman of the Finance Committee for the forthcoming year.

### 2. APOLOGIES FOR ABSENCE.

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

### 3. 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.

### 4. MINUTES.

To approve the Minutes of the meeting held on 08 November 2021. **Enc**

### 5. CLERK'S REPORT.

To receive and note the Clerk's Report on action taken as per the resolutions of the last meeting. **Enc**

### 6. FUN DAY FINANCIAL REPORT.

- To receive and note a report from the Clerk. **To follow**
- To approve the use of surplus funds.

## **7. PAVILION INCOME.**

To receive and note the annual pavilion income for 2021/22. **Enc**

## **8. ANNUAL INDEPENDENT INSPECTION.**

To consider some flexibility regarding when the annual independent inspection takes place.

## **9. FACILITIES PRICING AND OFFERS.**

- To agree a mechanism for the Clerk to authorise price reviews and special offers at the Pavilion and facilities.
- If approved to agree an amendment to the Financial Regulations.

## **10. ASSISTANT CLERK – PERSON SPECIFICATION.**

To approve the draft person specification and agree further action. **Enc**

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

To confirm that the date and time of the next meeting will be on Monday 31 October 2022.