



# Cayton Parish Council

Jubilee Hall, Main Street, Cayton, Scarborough, YO11 3TF

Tel: 01723 586869

Email: [caytonparish@btconnect.com](mailto:caytonparish@btconnect.com)

Website [www.caytonparish.org.uk](http://www.caytonparish.org.uk)

08/08/24

## To Members of Cayton Parish Council Finance Committee,

You are hereby summoned to attend a Finance Committee meeting to be held on Wednesday 14th July 2024 at 11am The Jubilee Hall, Main Street , Cayton

**Gill Armstrong**  
Parish Clerk

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### AGENDA

1. **Notice of meeting-** to confirm that the **Public notice of the meeting has been be given in accordance with schedule 12, para (10) 2 (b) of the Local Government Act 1972.**
2. **Apologies** -To note apologies and approve the reasons for absence.
3. **Declaration of Interests** -To note declarations of interest not declared under Code of Conduct or members Register of disclosable pecuniary interests.
  - b. To approve dispensation requests.
4. **Minutes:-** To approve the minutes held on 9<sup>th</sup> July 2024 for signing at Full Council.
  - b. To note any update from the minutes.
5. **To receive verbal reports** from Committee where necessary in relation to finance matters only
6. **Finance software package** – to discuss and make a decision on the software package that the Clerk has been trialling and recommend to Full Council if required
7. **To receive the Bank Reconciliation, Receipts and Payments** for the period ending 31<sup>st</sup> July 2024 and action taken.
  - b. To note the July Schedule of payments (to be available at the meeting) including any overtime incurred by staff
  - c. To confirm standing order for Clerks basic wage
8. **Time and Date of the Next Meeting:-** to be confirmed