



Cayton Parish Council

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

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9th February 2023

To Members of Cayton Parish Council Finance Committee,

You are hereby summoned to attend a Finance Committee meeting to be held on Thursday 16th February 2023 at 10.30 am The Jubilee Hall, Main Street, Cayton

Gill Armstrong, Clerk to Cayton Parish Council

AGENDA

1. **Notice of meeting-** to confirm that the Public notice of the meeting has been 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**
 - a. 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: -**
 - a) To approve the minutes from 12th January 2023 and forward for full council
 - b) To note any update from the minutes.
5. **To receive verbal reports:** - From Councillors attending if required.
6. To receive the **Bank Reconciliation, Receipts and Payments** for February 2023 and action taken.
 - a) Current financial information relating to monies held
 - b) To approve the Schedule of payments (to be available at the meeting)
 - c) To approve the transfer of funds to the current account from the deposit account to cover the payments if required
7. **Finance checks** – to discuss requirements of Council members to undertake checks
8. **Projects update:** - To discuss any current or proposed projects including work to be carried out and to make decisions where required. This will include decisions to propose contracts or quotes are forwarded to Full Council for a final decision.
9. **Time and Date of the Next Meeting:-**
To confirm the date and time of the next meeting.