



Cayton Parish Council

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

Tel: 01723 586869

Email: caytonparish@btconnect.com

Website www.caytonparish.org.uk

05/10/2023

To Members of Cayton Parish Council Finance Committee,

You are hereby summoned to attend a Finance Committee meeting to be held on Tuesday 10th October 2023 at 10.30 am The Jubilee Hall, Main Street , Cayton

Gill Armstrong
Parish Clerk

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**
 - 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:- To approve the minutes held on 13th September 2023 for signing at Full Council.**
To note any update from the minutes.
- 5 To receive verbal reports** from Committee where necessary in relation to finance matters
- 6 To receive the Bank Reconciliation, Receipts and Payments** for the period ending 30th September 2023 and action taken.
 - a To approve the October Schedule of payments (to be available at the meeting) including any overtime incurred by staff
 - b To approve the transfer of funds to the current account from the deposit account to cover the payments where required
- 7 Banking –** update from Clerk and information on other options
- 8 External Audit –** update from Clerk
- 9 Finance Committee terms – Cllr Bentley**
- 10 Time and Date of the Next Meeting:-.**
To confirm the date and time of the next meeting.