

# Albrighton Parish Council



## Albrighton Parish Council

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## Summons

To all members of the Finance Committee of Albrighton Parish Council

Councillors: Chatburn, Lumby, Noakes, Pledger, Robinson, Roseby and Staney

Dear Councillor,

You are hereby summoned to the **Finance Committee** meeting of Albrighton Parish Council, to be held on **Thursday 19<sup>th</sup> August 2021**, at **5.30pm** at The Library & Parish Council Offices, Station Road, Albrighton, Nr. Wolverhampton. WV7 3QH.

Locum Clerk : Clare Turner

Date : 16<sup>th</sup> August 2021

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## AGENDA

1.	<b>Welcome</b>
2.	<b>Election of Chairman and Vice Chairman for Finance Committee</b> The Committee is to consider and agree the election of the Chairman and Vice-Chairman of the Finance Committee.
3.	<b>Declaration of Acceptance of Office</b> The newly elected Chairman and Vice-Chairman accept office and sign the declaration of acceptance of office.
4.	<b>Apologies for Absence</b> To receive, consider and accept, as appropriate, any apologies for absence in accordance with the terms of Section 85(1) of the Local Government Act 1972.

	Councillors who cannot attend the meeting are requested to tender their apologies to the Parish Clerk prior to the meeting.
5.	<p><b>Code of Conduct</b>  <u>Disclosable Pecuniary and other Interests.</u>  Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting, and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest.</p>
6.	<p><b>Update on Committee Members</b>  The Committee to receive an update from the Clerk regarding the Committee Members for the Finance Committee.</p>
6.	<p><b>Terms of Reference for Finance Committee</b>  The Committee to discuss the terms of reference and conduct of the Finance Committee.</p>
7.	<p><b>Dates of the Finance Committee Meetings</b>  The Committee to discuss and agree the future dates of the Finance Committee meeting.</p>
8.	<p><b>Accounts System and Nominal Codes</b>  The Committee to receive an update from the Locum Clerk regarding the Accounts System and current Nominal Codes.</p>
9.	<p><b>Draft Accounts for May 2021</b>  The Committee to receive an update from the Locum Clerk regarding the Account for May 2021 - <i>Report to follow</i></p>
10.	<p><b>Draft Accounts for June 2021</b>  The Committee to receive an update from the Locum Clerk regarding the Account for June 2021 - <i>Report to follow</i></p>
11.	<p><b>Draft Accounts for July 2021</b>  The Committee to receive an update from the Locum Clerk regarding the Account for July 2021 - <i>Report to follow</i></p>
12.	<p><b>General Finance Update</b>  The Committee to receive a verbal update from the Locum Clerk regarding the General Finance for Albrighton Parish Council. This update to include, but not exclusive to, the following items;</p> <ul style="list-style-type: none"> <li>- Access to On-line accounts</li> <li>- Access to On-line Banking</li> </ul>
13.	<p><b>Date of Next Meeting</b></p> <ul style="list-style-type: none"> <li>- Full Council Meeting - Thursday 2<sup>nd</sup> September 2021 at 7.00pm</li> <li>- Date for the Next Finance Committee to be agreed.</li> </ul>