



MILTON PARISH COUNCIL

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TO ALL MEMBERS OF THE PARISH COUNCIL FINANCE & ADMINISTRATION COMMITTEE

You are summoned to attend the meeting of Milton Parish Council Finance & Administration Committee to be held in the Bowls Pavilion on Monday 31 July at 7:45pm
Members of the Public and the Press are cordially invited to attend.

Clerk's signature: *Sarah Coker*
Date of issue: 25 July 2023

AGENDA

1. **To Elect a Finance and Administration Chairman**
2. **Apologies for absence:** to receive and approve apologies for absence.
3. **To APPROVE the minutes of the Finance meeting held on Monday 17 April 2023 (Appendix 1)**
4. **Declarations of interest and dispensations:**
To receive declarations of interest from councillors on items on the agenda;
To receive written requests for dispensations for disclosable pecuniary interests (if any);
To grant any requests for dispensation as appropriate.
5. **Public Participation – members of the public are invited to speak**
Public Participation of a maximum of fifteen minutes duration for members of the public to address Councillors. A member of the public may speak for up to 3 minutes to make representations, answer questions and give evidence at a meeting in respect of the business on the agenda (Standing orders 3e, 3f, and 3g).
6. **Bank Reconciliation and Balances (Appendix 2)**
7. **Review of Debtors and Creditors (Appendix 3)**
8. **Review of Budget and Year to Date Actuals (Appendix 4)**
9. **To Review Bank Balances and Consider Reinvesting the United Trust 1yr Bond – Interest Rate 5.01% (Appendix 5)**
10. **Review S106 Spreadsheet and balances (Appendix 6)**
11. **Review amended Asset List and Insurance Cover (Appendix 7)**
12. **Review Bank Signatory list (Appendix 8)**
13. **Responsible Finance Officer Review**
14. **Dates of next meetings**
Monday 16 October 2023 at 7:45pm

Clerk's Office

The full agenda papers are available on the website www.miltonvillage.org.uk and at the Parish Council office.