

CAPEL PARISH COUNCIL

TO: Cllrs Fenton, Mackonochie, Patterson, Rich, Saunders, Sawyer

ALL COUNCILLORS ARE HEREBY SUMMONED to attend the **Finance and Resources Committee Meeting of CAPEL PARISH COUNCIL** to be held in **Arnold Cooke Hall, Tudeley at 7:30pm on 15 October 2019** when it is proposed to transact the business shown in the agenda below. The Meeting will be open to the press and public.

Helen Munro

Responsible Financial Officer

Date of Issue: 9 October 2019

AGENDA

Agenda No	Minute No
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| 1. | | ADMINISTRATION. Fire exits, sign in sheets, assembly point. |
| 2. | 302 | APOLOGIES FOR ABSENCE. To receive and accept apologies for absence. |
| 3. | 303 | COUNCILLOR DECLARATIONS. Declarations of Pecuniary interests on any item on the agenda. |

Where any councillor has a Disclosable Pecuniary Interest (as defined in the Members' Code of Conduct) in any matter to be considered at a meeting of the Council, a committee, sub-committee or joint committee, they must withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter unless a dispensation has been obtained from the Monitoring Officer.

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| 4. | 304 | MINUTES. To consider the minutes of the meeting held on 9 September 2019 and, if in order, to authorise the Chairman to sign as a true and accurate record. |
| 5. | 305 | MATTERS ARISING FROM THE LAST MINUTES. |
| 6. | 306 | FINANCIAL MATTERS – SEPTEMBER 2019.

6.1. To receive receipts and payment accounts.
6.2. To receive bank reconciliation and bank statements.
6.3. To receive Summary bank accounts and reserves. |
| 7. | 307 | BUDGET 2020/21. To consider draft budget. |
| 8. | 308 | BANKING. To review banking arrangements. |
| 9. | 309 | DATE OF NEXT MEETING. TBA at 7:30pm in Arnold Cooke Hall. |