



# Prestbury Parish Council

Dated this 15<sup>th</sup> day of April 2021 to members of the Finance & General Purposes Committee Prestbury Parish Council. You are hereby summoned to attend a meeting of the Committee which will be held on:

**Date:**                **Wednesday 21<sup>st</sup> April 2021**

**Time:**                **7.30pm**

**Venue:**                **Virtual.**

## **Note to Councillors:**

If a member is unable to attend the meeting, please notify the Chairman of your apologies. If a member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the Clerk at least twenty-four hours in advance of the meeting.

## **Note to Public and Press:**

If you wish to attend the meeting, please forward your email address to the Parish Clerk before 12 noon Wednesday 21<sup>st</sup> April 2021, after which you will receive an invitation to join the meeting via Zoom.

## **AGENDA**

1. **Apologies** - To receive any apologies for absence and note any non-attendance.
2. **Declarations of Interest** - To receive any disclosable pecuniary or other disclosable interests as required under Chapter 7 of the Localism Act 2011.
3. **Public Participation** The Chair may allow representations from members of the public.
4. **Minutes** – To approve the minutes of the last meeting 22<sup>nd</sup> February 2021
5. **Finance / Audit** - To note balance on account, receive bank statements for quarter four, confirm payments and receipts for the period January to March 2021, consider bank reconciliation for the same period and including full year. To identify any payments not approved, and check invoices (along with bank account details) against payments - in particular large payments or smaller frequent payments.
6. 2020/21 Year end - review and agree the draft AGAR sections 1 & 2, review the Internal Audit checklist 2020/21 for completeness.
7. **Future Meetings** - To approve the date of the next meetings

Signed – Mark Wheelton. Clerk to Prestbury Parish Council

Dated -