

PATCHWAY TOWN COUNCIL

Callicroft House, Patchway, Bristol, BS34 5DQ

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5th March 2020

Dear Councillors S Scott, Hopkinson, Cottrell, Dando, Loveridge, Martin, T Scott, R Walker.

You are summonsed to attend the next meeting of the Finance Committee to be held on Tuesday 10th March 2020 at 7pm at Callicroft House, Rodway Road, Patchway. The agenda is provided below.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A. S. G. W. C.', is written over a light blue rectangular background.

Town Clerk

A G E N D A

Welcome to any guests and members of the public, ensure visitors book has been completed and advice provided on fire exits and mustering location.

1. To receive and decide whether to accept the apologies for absence.
2. Declarations of Interest.
3. To approve the minutes of the Finance committee on the 11th February 2020 and to note any issues.
4. To receive and consider the Financial Reports for February:
 - a) Bank Reconciliation and Bank Statements
 - b) Income Report
 - c) Expenditure Report
 - d) Monthly Summary of accounts
5. To consider the report on investments and agree any actions.
6. To note that the date of the next Finance Committee meeting will be on Tuesday 7th April 2020 at 7pm.