SHOTTON TOWN COUNCIL
CYNGOR DREF

Note: The following meeting will be a hybrid meeting. If members of the public or press wish to attend remotely, they should email the clerk: townclerk@shotton-tc.co.uk for further guidance.

TO ALL MEMBERS OF COUNCIL

Dear Councillor,

You are hereby summoned to attend the hybrid Finance Meeting of Shotton Town Council to be held on the 23rd October 2023 at 6.00 pm in the Gloucester Room, Deeside Enterprise Centre, Rowley's Drive, Shotton.

Yours sincerely,

Clerk & Financial Officer

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A G E N D A

1. **TO RECORD ATTENDANCE:**

2. **APOLOGIES FOR ABSENCE:**
   To receive and accept any apologies from members prior to the meeting.

3. **DECLARATION OF INTEREST:**
   To receive any declarations made by Members in accordance with Council's Code of Conduct.

4. **THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960:**
   EXCLUSION OF PUBLIC AND PRESS
   Under the Public Bodies (Admission to Meetings) Act 1960 (2) to resolve that members of the public and press be requested to leave the meeting by reason of the confidential nature of the business about to be transacted. (item 5)

5. **½ YEAR BUDGET ANALYSIS/FORECAST:**
   Referring to attached documents, members to assess the remainder of the budget for 23/24 and consider priorities for forthcoming 2024/25 budget.

6. **VIREMENT DETERMINATION:**
   Members to determine re-allocation of balances due to underspend on match funding, power supply & pension. Members to view budget analysis report to assist decision.

7. **INTERIM INTERNAL FINANCIAL CHECK:**
   2 members are required to assess the council accounts and book-keeping procedures using the attached document as a guideline. Members to consider & resolve a date for inspection.

8. **FORTHCOMING FINANCE COMMITTEE AGENDA ITEMS:**
   a) Asset register analysis.
   b) Forthcoming renewal of North Street agreement.
      Members to suggest any further finance related matters for next agenda.

9. **DURATION OF MEETING:**