



Appleton Parish Council

Appleton Parish Hall, Dudlow Green Road, Appleton, WA4 5EQ

Telephone 01925 268153

To: - Members of the Finance and General-Purpose Committee

You are summoned to the Finance and General-Purpose Parish Council meeting of Appleton Parish Council to be held at Appleton Parish Hall, Dudlow Green Road Appleton WA4 5EQ on **Thursday 5th February 2026 at 9:45 AM** for the purposes of transacting the business set out in the agenda below.

Yours sincerely

K Newton

If you have any general enquiries regarding the above meeting, please contact Karen Newton, Clerk on telephone 01925 268153 or email clerk@appletonparish.gov.uk.

If any member of the public wishes to attend the meeting, please contact the clerk before the meeting.

AGENDA

1. Welcome and apologies for absence

To welcome members to the meeting and to receive apologies for absence and to approve reasons, if given.

2. Members Code of Conduct

Members are reminded of their responsibility to declare any disclosable pecuniary or non-pecuniary interests in any item of business on the agenda and should do so no later than when that item is reached.

Declarations are a personal matter, and each Member must decide whether to declare an interest based on the circumstances.

Any requests for dispensations relating to pecuniary interests, whether made before or during the meeting, will be considered by the Parish Council, and any granted dispensations will be formally documented.

3. Public Participation

Members of the public may make representations, ask questions, or give evidence on agenda items during the public participation period. This period will last no more than three minutes unless directed otherwise by the Chairman. Questions do not require a response at the meeting and must not initiate debate, although the Chairman may request a written or oral reply. All remarks must be addressed to the Chairman, and only one person may speak at a time, in the order directed by the Chairman.

4. Minutes

To **resolved** that the minutes of the following meetings be approved as a correct record:

5. Finance & Governance

5.1 To approve the Payment Schedule Nov 2025.

5.2 To approve the bank reconciliations for Nov 2025.

5.3 To approve and authorise the payment schedule for Dec 2025.

5.4 To note the publication of items over £100.00 for Nov 25 on the parish council website.

5.5 To approve the Payment Schedule Dec 2025.

5.6 To approve the bank reconciliations for Dec 2025.

5.7 To approve and authorise the payment schedule for Jan 2026.

5.8 To note the publication of items over £100.00 for Dec 25 on the parish council website.

6. Current Financial Position

- Review of income and expenditure to date against the approved budget.
- Summary of reserves and earmarked funds.
- Noting any significant variances or unexpected costs.

7. Reserves and Financial Risk Management

- Review of general and earmarked reserves.
- Consideration of financial risks and contingencies.

8. Data Protection Policy

- Review of the amended data protection Policy - compliance update and approval

9. Date of Next Meeting

To **confirm** the date of the next Finance Committee meeting Thursday 5th March 2026 at 9:45 AM

K Newton

Clerk of the Appleton Parish Council

Date of issue 1st February 2026