

BRERETON AND RAVENHILL PARISH COUNCIL

DISTRICT OF CANNOCK CHASE COUNTY OF STAFFORDSHIRE

Chairman: Councillor TA Jones, 25 Kingsley Wood Road, Rugeley, WS15 2UF

Date: 28th January 2023

Dear Councillor

Finance and Management Committee

You are requested to attend a meeting of the Finance and Management Committee to be held at the Parish Hall, Ravenhill Park, Brereton, on **Tuesday, 31st January 2023, at 8.15 p.m.**

Yours faithfully

Brereton and Ravenhill Parish Council

To: Members of the Finance and Management Committee

Councillors: K Ansell
Alderman Mrs P Ansell
Alderman R Easton
Mrs DM Easton
Miss C Hodgkiss
DR Johnson
Mrs L Johnson

AGENDA

1. Declarations of Interest

2. Apologies

3. Minutes

To approve, as a correct record, the attached minutes of the meeting held on 3rd January 2023.

4. Matters arising from the Minutes

5. Accounts for Payment

To consider the Accounts for Payment [to follow]

6. Finance Report

To consider the Finance Report [to follow]

7. Special Duties

Consideration for payment of extra hours which would include bank reconciliation and initial help with VAT Return.

8. Review – Risk Assessment

9. Date and Time of Next Meeting
Tuesday, 28th February 2023