

WEST BUTTERWICK PARISH COUNCIL

Clerk Clare Boyall
Tel: 07876194049 email: clerk@westbutterwickpc.org.uk

12 October 2025

Dear Councillor

You are hereby summoned to a Finance meeting of the West Butterwick Parish Council which will be held in the Fred Wooffitt Memorial Hall on **Monday 20 October 2025 at 6.30 pm.**

Yours faithfully

C Boyall

Clerk to the Council

This Council supports the right of anyone to record this meeting in so far as is possible within the constraints of the Council's meeting rooms, but advises that no one may disrupt the meeting in doing so. Anyone wishing to record the Council meeting should obtain the necessary legal advice to ensure they understand the rights of any members of the public who may be present who do not wish to be filmed or recorded.

No	Item	Proposer
1	Public Participation Session Members of the press and public are welcome to attend meetings of the Council under the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A. Questions may be put to the Council during the Public Participation Session (which will be conducted at 7.00 pm before the Council meeting) The time allocated to each speaker is 3 minutes on their given subject(s). After this time the press and public must refrain from speaking.	
2	Apologies To receive apologies and reasons for absence.	
3	Declarations of Interest To record any Declaration of Interest made by members in respect of items on this agenda (Members should identify the agenda item and type of interest being declared.)	
4	Granting of Dispensations (Code of Conduct, 2012)	
5	Budget To review the budget position 2025/2026.	
6	Verification of Bank Reconciliation To receive the finance report and perform verification of the bank reconciliation.	
7	Date and Time of Next Meeting To resolve the date and time of the next meeting.	