



# Coxheath Parish Council

## Finance Committee Meeting

### AGENDA

**Members are hereby summoned, and notice is given that the next meeting of the Finance Committee will be held on Thursday 25<sup>th</sup> April 2024 at 7:00 pm in the Parish Council Office, Coxheath Village Hall.**

#### **PRIOR TO THE START OF THE MAIN MEETING**

*Representations from the general public will be taken for a period up to fifteen minutes before the opening of the formal meeting. Individuals may speak for up to three minutes at the discretion of the Chairman. The minute book will be closed.*

**1. Apologies for Absence:**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

**2. To Receive Declarations of Interest and Dispensations:**

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.

**3. Consideration of items to be taken in private (Exclusion of Public and Press):**

In accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting by the reason of its confidential nature:

**4. Minutes of the previous meeting – 15<sup>th</sup> February 2024**

**5. Matters Arising from the Minutes:**

- 5.1 Unity Bank Update
- 5.2 New Laptop
- 5.3 Play Areas & Scout Hut Car Park
- 5.4 New high-interest account for Reserve funds

**6. Finance:**

- 6.1 Receipts of Income
- 6.2 Bank Reconciliation
- 6.3 To review Section 106 objectives 2024/25
- 6.4 To review Section 106 and CIL Expenditure 2023-24
- 6.5 VAT Claim 2023/24
- 6.6 to consider the virement of budget allocations 2024/25

**7. To review the draft Annual Governance and Accountability Return (AGAR)**

**8. To consider :**

- 8.1 Statement of Internal Control
- 8.2 Procedures & Policy for Authorisation of Payments
- 8.3 Statement of Approved Direct Debits and Standing Orders 2024/25

**9. To consider any late finance matters.**

**10. To receive correspondence/reports:**

**11. Agenda items for the next meeting:**

*Irene Bowie*

Clerk to Coxheath Parish Council  
19<sup>th</sup> April 2024