

Telephone 07725 843 505

Email ninfieldpc@btinternet.com

Website <http://ninfield.webplus.net/index.html>

10th November 2023

I hereby give you notice that you are summoned to attend the Finance Committee meeting at Ninfield Methodist Hall on Thursday 16th November 2023 at 6.30pm when it is proposed to transact the following business.

Jackie Scarff, Clerk & RFO

Public Participation on matters on the agenda at the Chairs discretion. In accordance with Standing orders the session will last no longer than 10 minutes with a person speaking for no longer than 2 minutes.

BUSINESS TO BE TRANSACTED

- 1. The Chairman's welcome.**
- 2. Apologies and reasons for absence in accordance with the LGA 1972 S85(1)**
- 3. a) Disclosure of Interests**
In accordance with the Localism Act 2011 and the Council's Code of Conduct, to receive any disclosure by Members of interests in matters on the agenda, the nature of the interest and whether the member regards the interest as prejudicial under the terms of the Revised Code of Members Conduct.
- b) To Consider the granting of Dispensations if requested**
- 4. Minutes of previous meeting** to be considered for approval and signed as a true record. The Meeting of the Finance Committee 23rd June 2022.
- 5. Exclusion of the Public**
To exclude the public for a particular agenda item the following resolution must be passed.
'Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'
- 6. To consider for approval the terms of reference for the finance committee for the forthcoming year.**
- 7. To receive a request from NVS for a sum of £500 towards the upkeep of Church Woods.**
- 8. To receive the monthly statement of accounts to 31st October 2023.**
- 9. To receive the bank reconciliation and corresponding bank statement to 31st**

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- 10. To consider for approval a list of payments to be made for invoices received.**
- 11. To receive the interim internal audit report and agree any actions required.**
- 12. To receive an update on the budget to date and agree any virements required.**
- 13. To review the current EMR and agree any actions required.**
- 14. To review the hire fees for Sparkes Pavilion for the year beginning 1st April 2024 and agree any actions required.**
- 15. To consider the proposed budget to be recommended to Full council for the forthcoming year 2023/24 and agree any changes required.**
- 16. To consider a proposal to recommend to full council that the committee budgets agreed be delegated to the relevant committee for spend, monitoring and reporting to the finance committee meeting.**
- 17. To receive the councils Risk Assessment policy and agree any changes required.**
- 18. In accordance with the committees' terms of reference, to discuss any other relevant matters, including items for the next agenda, and agree any actions required.**
 - 1. telephone box**
 - 2. childrens playground**
 - 3. container on the recreation ground**
- 19. To note that the next Council meeting is Full Council 14th December 2022, 6.30pm at Ninfield Methodist Hall.**

Circulation to all Councillors of the Finance Committee.

In accordance with The Data Protection Act 2018 all attendees of the meeting are hereby notified that the meeting will be recorded as an aide memoire for the clerk when compiling the minutes. The recordings are held securely and are deleted after the resolution that the minutes are a true and correct record.

Members of the public should be aware that being present at a meeting of the Council or one of its committees or sub-committees will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present. A person or persons recording the parish meeting are reminded that the "Public Session" period may not be part of the formal meeting and that they should take legal advice for themselves as to their rights to make any recording during that period.