

# STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

Clerk: Mrs J Allen  
Telephone: 01634 710086

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I hereby give notice of a Finance Committee meeting of Stoke Parish Council, to be held in the Village Hall, on Wednesday 19<sup>th</sup> April 2024 at 7.00pm, which all members are summoned to attend.

Jenny Allen ~ Clerk

11/04/2024

<b>Part A</b>	Public discussion (not part of the meeting) where any member of the public may discuss any item. No motions may be proposed nor decisions taken, but matters raised by the public may be placed on the agenda for the next meeting.
<b>Part B</b>	Public discussion on any <b>agenda</b> items. In line with standing order (3) e members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. This shall take place at this part of the meeting for a maximum of 30 minutes. Following this member of the public are <b>not permitted to speak</b> or to take part in the business of the Parish Council.

<b>1.</b>	<b>Apologies for absence</b> 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.
<b>2.</b>	<b>To receive Declarations of Interest and Dispensations</b> 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.
<b>3.</b>	<b>Reserves &amp; Forward Planning - Appendix A</b> a). To discuss the Parish Council's reserves and associated forwarded planning costs.
<b>4.</b>	<b>Review of income - Appendix A</b> a). To receive and discuss the status of the income figures at the end of the last financial year / beginning of the new financial year.
<b>5.</b>	<b>Review of expenditure - Appendix A</b> a). To receive and discuss the status of the expenditure figures at the end of the last financial year / beginning of the new financial year.

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6.	<b>Budgets - Appendix A</b> a). To approve the proposed budgets for this financial year 2024/2025, including any projects etc.
7.	<b>Additional costs - Appendix A</b> a). To discuss additional costs, which were not included in the budget for this year.
8.	<b>Audit Preparation - Appendix A</b> a). To discuss the preparations for the 2023/2024 Audit.
9.	<b>Finance - Appendix B</b> a). Bank balances. b). To agree the financial performance against the budget for March 2024. c). Accounts paid since the last meeting to be ratified. d). Accounts for payment. e). Payment requests to be discussed for approval and payment.
10.	<b>Grant applications</b> a). To discuss making a contribution towards the 'Festival One' Event (organised by former Parish Councillor, Mr J. Van Niekerk, in memory of former Parish Councillor, Mr R. Bridge).
11.	<b>Action plan – Appendix C</b> a). To review the actions agreed at the last meeting and their subsequent progress.
12.	<b>Any other business</b>
13.	<b>Date of next meeting</b>
14.	<b>Section 100A(4)</b> To resolve that pursuant to Section 100A(4) of the Local Government act 1972 that the public be excluded from the following item because it is likely in view of the nature of the business to be transacted that if members of the public are present during this item, there would be disclosure to them of exempt information as defined in Part 1 of Schedule 12A of the act.
15.	<b>Personnel - Appendix D</b> a). Litter picker To receive an update on the litter picker vacancy.
16.	<b>Close of meeting</b>