STOKE PARISH COUNCIL

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

Clerk: **Mrs J Allen** Email: **clerk@stokekent-pc.gov.uk**
Telephone: **01634 710086 / 07799 123550** Website: **www.stokekent-pc.gov.uk**

I hereby give notice of a Finance Committee meeting of Stoke Parish Council, to be held in the Village Hall, on Wednesday 18th November 2026 at 7.00pm, which all members are summoned to attend.

Jenny Allen ~ Clerk
12/11/2026

Part A	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.
Part B	Public discussion on any **agenda** 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 **not permitted to speak** or to take part in the business of the Parish Council.

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.	**Vacancies - Appendix A** a). To receive an application for co-option from Ms K. Turner.
4.	**Reserves & Forward Planning - Appendix B** a). To discuss the Parish Council's reserves and associated forwarded planning costs.
5.	**Review of income - Appendix B** a). To receive and discuss the status of the income figures at the 3rd quarter of the year.
6.	**Review of expenditure - Appendix B** a). To receive and discuss the status of the expenditure figures at the 3rd quarter of the year.
7.	**Budgets - Appendix B** a). To review the budgets proposed for this financial year and to make any relevant amendments.
8.	**Additional costs - Appendix B** a). To discuss additional costs, which were not included in the budget for this year

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9.	**Audit Preparation - Appendix B** a). To discuss the preparations for the 2026/2027 Audit.
10.	**Projects - Appendix B** a). To discuss and set budgets for any new proposed projects for the financial year 2027/2028.
11.	**Precept – Appendix B** a). To discuss indicative precept balance figures for 2027/28 in advance of the formal precept setting process.
12.	**Finance - Appendix C** a). Bank balances. b). To agree the financial performance against the budget for October 2026. c). Accounts paid since the last meeting to be ratified. d). Accounts for payment. e). Payment requests to be discussed for approval and payment.
13.	**Minutes of the last meeting - Appendix D** a). To receive and approve the minutes of the Parish Council meeting held on Wednesday 7th October 2026.
14.	**Action plan - Appendix E** a). To review the actions agreed at the last meeting and their subsequent progress.
15.	**Planning - Appendix F** a). Applications. b). Decisions. c). Appeals and Other Matters.
16.	**Correspondence - Appendix G** a). Meeting Dates 2027
17.	**Date of next meeting**
18.	**Close of meeting**