

TROWSE WITH NEWTON PARISH COUNCIL

FINANCE COMMITTEE

You are hereby summoned to attend the Trowse with Newton Parish Council Finance Committee meeting on Monday 22nd April 2024 **at 6.30pm** in The Manor Rooms, Trowse. Members of the press and public are invited to attend. Any questions can be sent to the clerk in advance via email: trowsepc@outlook.com

Kate Leggett

Clerk to the Council.

001 Apologies

002 Declarations of Interest and Dispensations

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form. You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest, but can speak and vote on the matter. Whenever you declare an interest, you must say why the interest arises so that it may be included in the minutes.

003 Minutes of the previous meeting

3.1 To approve the minutes of the meeting held on 18th March 2023.

004 Matter Arising from the previous minutes.

4.1 To discuss any matters arising from the previous minutes.

005 Public Forum

5.1 To receive any comments from members the public.

006 Financial Procedures

6.1
a) To agree bank reconciliation and monthly payments for March 2024 as circulated by the clerk.

6.2
a) To review and approve Financial Regs for recommendation to Full Council.
b) To review and approve Financial Risk Assessment for recommendation to Full Council
c) To review and approve General Reserves Policy for recommendation to Full Council
d) To discuss and approve new Investment Policy for recommendation to Full Council.

6.3
a) Clerk to inform Councillors of banking signatories, in line with current best practice.

007 Banking Issues

7.1 Update on the current banking situation.
a) Information from the Clerk regarding Savings accounts and their management.

008 Other Financial Matters

8.1 Discussion around the provision of office space at the Manor Rooms.
a) To discuss, agree and recommend to Full Council the counter proposal for office space hire from the Manor Rooms Management Committee.

009 Date and Time of next meeting.

Monday 20th May 2024 at 6.30pm.