

TROWSE WITH NEWTON PARISH COUNCIL

FINANCE COMMITTEE

You are hereby summoned to attend the Trowse with Newton Parish Council Finance Committee meeting on Monday 16th September 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 15th July 2024.

004 Matter Arising from the previous minutes.

Decisions/Actions	Delegated to
Unity Savings account	Clerk (actioned)
Signatories form	Clerk (actioned)

005 Public Forum

5.1 To receive any comments from members the public.

006 Financial Procedures

- 6.1
- To agree bank reconciliation and monthly payments for July and August 2024 as circulated by the clerk.

007 Banking Issues

- 7.1 Update on the current banking situation.
- Information from the Clerk regarding change of account with Unity – moving from T1 current account to T2.
 - Signatories for the Nationwide account. Clerk to circulate forms.

008 Other Financial Matters

- Budget monitoring. Clerk and Cllr Bowers to present budget v actuals report from Scribe.
- VAT on personal expenses. Clerk to advise members of the legalities of claiming VAT on council purchases.
- External audit report. Clerk to present the external audit report to members to note and agree any actions.

009 Date and Time of next meeting.

Monday 21th October 2024 at 6.30pm.