

TROWSE WITH NEWTON PARISH COUNCIL

FINANCE COMMITTEE

You are hereby summoned to attend the Trowse with Newton Parish Council Finance Committee meeting on Monday 18th November 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 21st October 2024.

004 Matter Arising from the previous minutes.

Decisions/Actions	Delegated to
Nationwide forms	Cllr Bowers (ongoing)
VAT investigation and fuel card	Clerk. (ongoing)
Savings account	Clerk. (actioned)

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 October 2024 as circulated by the clerk.

007 Banking Issues

7.1 Update on the current banking situation.

a) Information from the Clerk regarding change to Lloyd's account. Charges are going to be incurred on this account.

008 Other Financial Matters

- Budget setting. Clerk and Cllr Bowers to share budget preparation information with the committee. Committee to discuss and approve budgets from Personnel and Open Spaces committee, in preparation of making recommendations to Full Council.
- Review of Committee Terms of Reference. To discuss and approve the ToR.

009 Date and Time of next meeting.

Monday 16th December 2024 at 6.30pm.