



## Notice of Meeting of the Finance Committee

To: All Members of the Finance Committee are summoned to Plaistow and Ifold Parish Council's Finance Committee on **Tuesday 29th October 2024** at **19:00** at **Winterton Hall, Plaistow**.

**Members of the Press and Public are welcome to attend in person.**

Dated: 23<sup>rd</sup> October 2024

Yours faithfully

*J Bromley*

Jane Bromley

Clerk & RFO to the Council

### MEETING AGENDA

Number	Item	Time
1.	<b>Apologies for absence</b> Recommendation: - To receive and accept apologies for absence.	1 min
2.	<b>Disclosure of Interests</b> <i>See Clerk's Report.</i> Recommendation: - To deal with any disclosure by Members of any disclosable pecuniary interests and interests other than pecuniary interests, as defined under the Plaistow and Ifold Parish Council Code of Conduct and the <a href="#">Localism Act 2011</a> Chapter 7 ss.26 – 37, in relation to matters on the agenda.	1 min
3.	<b>Minutes</b> <i>See Clerk's Report. Circulated separately and on the website.</i> Recommendation: - To approve the Minutes of the Finance Committee meeting held on 9 <sup>th</sup> July 2024 and resolve to sign via Secured Signing in accordance with Standing Order 12(g).	1 min
4.	<b>Public Forum</b> Recommendation: - To receive and act upon, if considered necessary by the Council, comments made by members of the public in accordance with relevant legislation and the Parish Council's Standing Orders 3(d), (e), (h), (i) – (k). Questions, or brief representations can be made <u>either in person, or in writing provided they were sent via email to the Clerk no later than 4pm Tuesday 29<sup>th</sup> October 2024.</u> In accordance with Standing Orders 3(f) and (g), Public Participation shall not exceed 10 minutes, unless directed by the Chairman; and a speaker is limited to 5 minutes.	10 mins

5. **General Reviews:** 10 mins
- Recommendation: - To consider and resolve upon the recommendations: -
- 5.1 VAT – Qtr. 2
- To note the recent [VAT reclaim](#) submitted for the second quarter.
- ! Verification of bank reconciliations for Qtr. 2
- To note the [bank statements, corresponding reconciliation statements](#), and [cash book](#) for quarter 2
- 5.3 Review the banking arrangements to recommend any changes to the Parish Council as to the current investment strategy.
- **Nat West Current Account balance 30-09-24 £22027.05**
- No interest
- Charges: Due to the turnover on this account charge now apply 35p charges for any transactions in or out. With between 15 to 25 automated transactions per month this will equate to between £5.25 and £8.75 on top of the £5.60 bankline fee.
- Bankline Online Access Signatories: Paul Jordan, Andrew Wolfe, Jane Bromley
- **Nat West Deposit Account balance 30-09-24 £69193.93**
- Interest Rate 1.45% gross
- Bankline Online Access Signatories: Paul Jordan, Andrew Wolfe, Jane Bromley
- **Unity Account balance 30-09-24 £57102.86**
- Interest Rate 2.75%
- Charges £28 electronic withdrawal charge
- Online Access: Paul Jordan; Phil Colmer and Jane Bromley
6. **Budget Forecast** 20 mins
- 6.1 Consider the 2024/25 Budget Forecast Comparison spreadsheet at Quarter 2 (To be circulated separately)
- Recommendation: - To review the Budget Forecast Comparison spreadsheet and discuss.
7. **Meeting Dates** 1 min
- Finance Working Group meeting- Budget discussions- Date to be agreed.
- Finance Committee meeting – 4<sup>th</sup> December, 7:00pm Winterton Hall.