



## Notice of Meeting of the Finance Committee

To: All Members of the Finance Committee

I hereby give you notice that a meeting of Plaistow and Ifold Parish Council's Finance Committee will be held on **Wednesday 14<sup>th</sup> December 2022** at **19:00** at the **Winterton Hall, Plaistow**. All Members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder. **Members of the Press and Public are welcome to attend in person.**

Dated: 6<sup>th</sup> December 2022

Yours faithfully

Catherine Nutting

Clerk & RFO to the Council

### Remote Access

To join the meeting please follow this link:

<https://us02web.zoom.us/j/83089049183?pwd=S0RNNm5PaU9vSVkyd0d5VytKSmNVUT09>

**Meeting ID: 830 8904 9183**

Please email the Clerk for the password [clerk@plaistowandifold-pc.gov.uk](mailto:clerk@plaistowandifold-pc.gov.uk)

The Zoom meeting may be paused if the Council resolves to exclude the Press and Public from the meeting in accordance with s.1(2) of the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that it may involve the likely disclosure of exempt information.

## BUSINESS TO BE TRANSACTED

Number	Item	Time
1.	<b>Apologies for absence</b> Recommendation: - To receive apologies for absence.	1 min
2.	<b>Disclosure of interests</b> 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 <a href="#">Code of Conduct</a> and the Localism Act 2011, in relation to matters on the agenda.	1 min
3.	<b>Minutes</b> <i>Published on the <a href="#">website</a>.</i>	2 mins

Recommendation: - To approve the draft Minutes of the Finance Committee meeting held on 10<sup>th</sup> August 2022 and resolve to sign them by Secured Signing in accordance with Standing Order 9(d).

4. **Public participation** 10 mins

Recommendation: - To receive and act upon, if considered necessary by the Committee, comments made by members of the public in accordance with relevant legislation and Plaistow and Ifold Parish Council's [Policy](#). Questions, or brief representations can be made either in person, or in writing provided they were sent via email to the Clerk no later than 4pm Wednesday 14<sup>th</sup> December 2022. Public Participation shall not exceed 10 minutes, unless directed by the Chairman. A speaker is limited to 5 minutes.

5. **Finance Working Group - minutes, recommendations and updates since 26.10.2022** 15 mins

Recommendation: - To receive and note the minutes of the Finance Working Group dated 26.10.2022 (published on the [website](#), alongside this agenda) and consider and resolve upon the recommendations therein regarding: -

1. VAT – Qtr. 2
2. Internal Interim Audit (08.11.2022)
3. Verification of bank reconciliations for Qtr. 2 (July – September 2022)
4. Investment
5. To consider the 2022/23 Budget Forecast Comparison spreadsheet at Quarter 2
6. Winterton Hall
7. Budget setting

6. **Meeting Dates** 1 min

Recommendation: - The end of Qtr.3 meeting will take place on 11<sup>th</sup> January 2023 at Winterton Hall, Plaistow, **19:00**