



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 17th April 2024** 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**. If remote access is required please contact the Clerk.

Dated: 12th April 2024

Yours faithfully

J Bromley

Jane Bromley

Clerk & RFO to the Council

BUSINESS TO BE TRANSACTED

This agenda, Clerk's Report and appendices can be found on the Parish Council's website: www.plaistowandifold-pc.gov.uk | Contact the Clerk for hard copies: clerk@plaistowandifold-pc.gov.uk

Number	Item	Time
1.	Apologies for absence Recommendation: - To receive apologies for absence.	1 min
2.	Disclosure of interests 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 Localism Act 2011, in relation to matters on the agenda.	1 min
3.	Minutes <i>Published on the website.</i> Recommendation: - To note the approval of the Minutes of the Finance Committee meeting held on 9th January 2024 .	1 min
4.	Public participation 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 . Representations can be made either in person, or in writing provided they were sent via email to the Clerk no later than 4pm	10 mins

17th April 2024. Public Participation shall not exceed 10 minutes, unless directed by the Chairman. A speaker is limited to 5 minutes.

5. **Quarter 4 Finances:** 10 mins
Recommendation: - To receive and note:-
5.1a and 5.1b VAT – Qtr. 4 submission for repayment to HMRC
5.2 the bank reconciliations for Qtr. 4 (January – March 2024).
5.3 To consider the 2023/24 Budget Forecast Comparison spreadsheet at Quarter 4 (End of Year).
6. **Banking:**
6.1 Recommendation – That the Direct Debit payments, as listed continue for 2024/25, be recommended to full Council.
7. **Grant Applications:**
7.1 to 7.2c Recommendation: - To consider and resolve upon the 2024/25 grant applications received (Tranche 1).
8. **2024/25 Budget:**
8.1 Recommendation: - To consider and recommend the final 2024/25 budget to the full Council.
9. **CIL Monitoring 2023/2024**
9.1 Recommendation: - To RESOLVE the CIL Monitoring Return for 2023-2024 be submitted to Chichester District Council.
10. **Meeting Dates** 1 min
 - End of Qtr.1 meeting Finance Committee Meeting - 9th July 2024, 7.30pm, Kelsey Hall, Ifold