



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 12th April 2023** 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: 5th April 2023

Yours faithfully

Catherine Nutting

Clerk & RFO to the Council

Remote Access

To join the meeting please follow this link:

<https://us02web.zoom.us/j/89636173753?pwd=YUIWRXZqZ1ZyU0Z0VEcrVStHSWZBZz09>

Meeting ID: 896 3617 3753

Please email the Clerk for the password 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

This agenda, Clerk's Report and appendices can be found on the Parish Council's website: www.plaistowandifold-pc.gov.uk | Alternatively, please 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** 1 min
Published on the [website](#).
 Recommendation: - To note the approval of the Minutes of the Finance Committee meeting held on 11th January 2023.
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 12th April 2023. 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 05.04.2023** 15 mins
 Recommendation: - To receive and note the minutes of the Finance Working Group dated 05.04.2023 (published on the website) and consider and resolve upon the recommendations therein regarding: -
1. VAT – Qtr. 4
 2. Verification of bank reconciliations for Qtr. 4 (January – March 2023)
 3. To consider the 2022/23 Budget Forecast Comparison spreadsheet at Quarter 4 (End of Year)
 4. Banking
 - To consider moving a further amount into the Council's Reserve Account, prior to the 1st precept instalment
 - To consider amending the bank mandate to add the PC's Chairperson (after May elections)
 - To recommend for approval - within 2023/24 - the Direct Debits and where necessary, update the PC's Standing Orders and Financial Regulations
 5. Grant Applications
 To consider and resolve upon the 2023/24 grant applications received (Tranche 1).

6. 2023/24 Budget

Recommendation: - To consider and recommend the final 2023/24 budget to the full Council.

7. Precept & Priority Survey

To consider and recommend the wording / information presented within the survey & articles for the leaflet.

6. **Meeting Dates**

1 min

- Finance Committee Meeting - 14th June 2023, 7pm, Kelsey Hall, Ifold
- End of Qrt.1 meeting to take place in July – date to be confirmed.