



## 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 7<sup>th</sup> January 2026 at **19:00** at **Winterton Hall**.

Dated: 23<sup>rd</sup> December 2025

Yours faithfully

*J Bromley*

Jane Bromley

Clerk & RFO to the Council

## AGENDA

Number	Item
1.	<b>Apologies for absence &amp; housekeeping*</b> Recommendation: - To receive and accept apologies for absence.
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 Code of Conduct and the <u>Localism Act 2011</u> Chapter 7 ss.26 – 37, in relation to matters on the agenda.
3.	<b>Minutes</b> Recommendation: - To approve the Minutes of the Finance Committee meeting held on <u>5<sup>th</sup> November 2025</u> and resolve to sign via Secured Signing in accordance with Standing Order 12(g).
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 7th January 2026</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.

5. **VAT – Qtr. 3**

Recommendation: - To note the recent VAT reclaim for the period of 01.10.2024 – 31.12.2025 To follow.

6. **Verification of bank reconciliations for Qtr. 3 (October – December 2025)**

Recommendation: -

- a. To note the bank statements, corresponding reconciliation statements, for quarter 3. To follow.
- b. Appoint a Member, who is not a bank signatory, to verify/sign the documents via Secured Signing.

7. **2025/2026 Budget Forecast Comparison spreadsheet**

Recommendation: -

- a. To review the Budget Forecast and Reserve Comparison spreadsheet at 30<sup>th</sup> November 2025. (spreadsheet attached).

9. **2026/2027 Draft Budget**

Recommendation: - To review the minutes and recommendations of the Finance Working Group, dated 05.01.2026 regarding the draft budget for 2026/2027. (Minutes to be circulated on 6<sup>th</sup> January 2026). If approved recommend to Full Council at their meeting to follow this on 7<sup>th</sup> January 2026.

10. **Meeting Dates**

8<sup>th</sup> April 2026 Kelsey Hall Finance Committee Quarter 4 Year End.