

SITLINGTON PARISH COUNCIL

FINANCE COMMITTEE MEETING

On Monday 2nd June 2025

At

Parish Office

2.00pm

AGENDA

1.Welcome and apologies

2.Members' Declarations of Interest

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

3.Public Admissions to Meetings Act (1960)

To consider, if thought fit, a resolution under the terms of the Public Admissions to Meetings Act (1960) to exclude members of the public and press from any item which may be of a confidential nature of the business being transacted.

4.To approve the minutes of the last meeting Monday 28th April 2025 as a true and accurate record.

5.To receive an update on the last meetings recommendations.

- To proceed to Cranberry IT solutions as delegated by the PC at the last ordinary meeting and for the councillor to also have Microsoft 365/outlook email and IT support
- Pay the clerk the under payment from April salary due to changed deductions in salary.
- £276 to be transfer to the NVH account from the remaining budget.

6.Audit of invoices and Bank Statements

6.1-To review invoices for May 2025 and internal controls to be carried out accordingly.

6.2-Sign all the finance software paperwork for April 2025.

7.To review Bank reconciliation to date.

7.1-To review bank reconciliation for 31/05/2025

8.Budget

8.1-To receive an update on budget. (30/04/25)

9.To consider a request from Netherton Village Hall for the Parish Council to transfer £2,000 of the budget funds to support cash flow.

10.Grant applications

10.1-To receive any grant applications

11.Correspondence

12.Date and Time of Next Meeting

To arrange the date and time of the next meeting.