

SITLINGTON PARISH COUNCIL

FINANCE COMMITTEE MEETING

On Monday 3rd March 2025

At

Parish Office.

6.30pm

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 Tuesday 3rd February 2025 as a true and accurate record.

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

Recommendations:

- **To increase the precept to £133,000.00**
- **To purchase a new laptop for clerk before the windows 10 finishes**
- **To proceed with the ground's maintenance tender paperwork**
- **To update the bank mandate and set up a direct debit for BT**

6.Audit of invoices and Bank Statements

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

7.To review Bank reconciliation to date.

7.1-To review bank reconciliation for 28/02/2025

8.Budget

8.1-To receive an update on budget. (28/02/25)

9.To consider the internal auditors report and actions required, including the minimum spend for purchase orders to contractors and agree recommendations.

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.