



CRANLEIGH PARISH COUNCIL

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GU6 8AF

25 April 2024

NOTICE OF A MEETING OF THE FINANCE COMMITTEE

Members of the Finance Committee are respectfully summoned to a Meeting to be held on
Thursday 02 May 2024 at 7.00pm in the Council Chamber

Members of the public and press are entitled to attend this meeting in person
but are encouraged to join the meeting via zoom using this link:

Join Zoom Meeting

Topic: Finance Committee
Time: May 2, 2024 07:00 PM London

Join Zoom Meeting
<https://us06web.zoom.us/j/89431876689?pwd=I5F865sPk57RfntRhIxsJN4770sAds.1>

Meeting ID: 894 3187 6689
Passcode: 748212

One tap mobile
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Beverley Bell FSLCC
PARISH CLERK

To:- The Finance Committee

Cllr D Nicholas
Cllr N Sanctuary
Cllr M Scully
Cllr E Townsend
Cllr R Tyler
Cllr C Walker
Cllr G Worthington

AGENDA

1. APOLOGIES FOR ABSENCE

Recommendation:

- **To accept apologies and reasons for absence.**

2. DECLARATIONS OF INTEREST

Recommendation:

- **To receive any declarations of interest from Members in respect of any item to be considered at the meeting and notification of any changes to Members' Interests.**

3. PUBLIC SESSION

Recommendation:

- **To note comments by members of the public.**

4. MINUTES OF THE FINANCE COMMITTEE

Recommendation:

- **The Committee to approve the Minutes of the Meeting of the Finance Committee held on 13 November 2023 as a correct record and the Committee Chairman to sign.**

5. CHAIRMAN'S REPORT

Recommendation:

- **To note the report.**

6. CLERK'S REPORT

Recommendation:

- **To note the report.**

7. BUDGET REPORT

Review income and expenditure budget report to 31 March 2024 and to approve cost centre overspends in accordance with Financial Regulation 4.2.

Recommendation:

- **To review the income and expenditure budget report to 31 March 2024 and to approve the cost centre overspends.**

8. BUDGET REPORT 01/04/23 – 31/03/24

Recommendation:

- **To note the report from the Clerk.**

9. INTERNAL AUDIT
- Report from the Internal Auditor on the year-end Internal Audit for financial year 01/04/23 – 31/03/24.
 - Report from Councillors on the effectiveness of the Internal Audit.
- Recommendation:**
- **To recommend the approval of the recommendations in the year-end Internal Audit report for financial year 01/04/23 – 31/03/24 to the full Council.**
 - **To recommend the report from Councillors in attendance at the Internal audit on the effectiveness of the Internal Audit to the full Council.**
10. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 01/04/23 – 31/03/24
- Recommendation: To recommend the approval of the annual return for financial year 01/04/23 – 31/03/24 to the full Council:**
- **Annual Governance Statement**
 - **The Accounting Statements**
 - **To note the period of public rights to inspect the AGAR from Monday 03 June 2024 to Friday 12 July 2024.**
11. UPDATE ON EARMARKED RESERVES, S106 AND CIL
- Report on earmarked reserves and s106 and CIL expenditure deadlines.
- Recommendation:**
- **To note the report.**
12. POLICIES
- Annual review of the General Reserves Policy, Investment Strategy and Risk Management Strategy.
- Recommendation:**
- **To make a recommendation on the review of the General Reserves Policy, Investment Strategy and Risk Management Strategy to full Council.**
13. VARIABLE DIRECT DEBITS
- Details of variable direct debits for financial year 2024 – 25 to be authorized by the Council in accordance with Financial Regulation 6.7, as attached.
- Recommendation:**
- **To approve the variable direct debits for financial year 2024 – 2025.**
14. PRE-APPROVAL OF CONTRACTORS
- To review the list of pre-approved contractors for the supply of routine services and essential maintenance.
- (This item may be considered in private and confidential session: Reason - commercial in confidence).*
- Recommendation:**
- **To recommend to full Council to adopt the reviewed list of pre-approved contractors.**
15. DEBTORS
- Report on debtors to 31 March 2024.
- (This item may be considered in private and confidential session: Reason - commercial in confidence).*
- Recommendation:**
- **To note the report.**
16. DATE OF NEXT MEETING
- To be arranged.

Please note that the agenda and all associated papers can be found on the Parish Council website www.cranleigh-pc.gov.uk

Members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees, and not seated in the designated no-filming area, will be deemed as the person having given consent to being recorded (photograph, film or audio recording) at the meeting, by any person present.