



CRANLEIGH PARISH COUNCIL

NOTICE OF A MEETING OF THE FINANCE COMMITTEE

Thursday 13 February 2025 at 7.00pm
Council Chamber

To ALL MEMBERS OF THE FINANCE COMMITTEE

Councillors are respectfully summoned to attend a meeting of the Finance Committee to be held at **7.00pm on Thursday 13 February 2025 at the Council Chamber.**

Beverley Bell FSLCC
Parish Clerk

06 February 2025.

Members of the public and press are entitled to attend this meeting in person and may also attend via zoom using this link:

Join Zoom Meeting

<https://us06web.zoom.us/j/84136538742?pwd=tWcWOwogKDGx2m2Lztwj1OjjDCIXfE.1>

Meeting ID: 841 3653 8742

Passcode: 815231

One tap mobile

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Please note that there is a maximum capacity of 25 persons in the Council Chamber including the Council.

Members Questions

At the discretion of the Chairman, those members of the public, residing or working within the Council's boundary, will be invited to make representations or ask questions in respect of the business on the agenda, for a maximum of 3 minutes per person or 15 minutes overall.

AGENDA FOR THE FINANCE COMMITTEE MEETING

To:- The Finance Committee

Cllr D Nicholas

Cllr M Scully

Cllr E Townsend

Cllr R Tyler

Cllr C Walker

Cllr G Worthington

1. APOLOGIES FOR ABSENCE

Recommendation:

- To receive 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 any comments from parishioners.

4. FINANCE COMMITTEE MINUTES

Distributed separately.

Recommendation:

- The Council to approve and the Chairman to sign as a correct record, the Minutes of the Finance Committee Meeting held on 14 November 2024.

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 December 2024 and to approve cost centre overspends in accordance with Financial Regulation 4.10.

Recommendation:

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

8. RESERVES/CIL/S106 REVIEW

- To review the level of Council reserves.
- To review the expenditure and deadlines for Neighbourhood CIL and S106.

Recommendation:

- To make a recommendation to the Council on the level of reserves held.
- To note the expenditure and deadlines for Neighbourhood CIL and S106.

9. FIXED ASSET REGISTER

- To receive the updated Fixed Asset Register including location of assets following review by the Clerk and Grounds Manager.
- To receive reports from the following Councillors on their review of the Fixed Asset register:

Asset	Councillor
Land and Buildings	NS
General Contents	AM
Street Furniture	RB
Gates and Fences	RB
Playground Equipment	GW
CCTV	MS
War Memorials	GW
Other Surfaces	GW
Mowers & Machinery	MS & CW
Sports Equipment	DN
Regalia	BB

Recommendation:

- **To update the Fixed Asset Register and review insurance cover.**

10. VARIABLE DIRECT DEBITS

Details of variable direct debits for financial year 2025 – 26 to be authorized by the Council in accordance with Financial Regulation 7.9, as attached.

Recommendation:

- **To approve the variable direct debits for financial year 2025 – 2026.**

11. CRANLEIGH FOOTBALL CLUB

To review expenditure and fees for 2025/6 season.

Recommendation:

- **To make a recommendation for fees for 2025/6 season.**

12. BUILDINGS INSURANCE VALUATION

To consider a quotation for the three yearly re-valuation of Council buildings for insurance purposes.
(*This item may be considered in private and confidential session: Reason - commercial in confidence*).

Recommendation:

- **To appoint a surveyor.**

13. PRE APPROVED CONTRACTORS LIST

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.**

14. DEBTORS

(*This item may be considered in private and confidential session: Reason - commercial in confidence*).

Recommendation:

- **To make a recommendation to the Council.**

15. APPOINTMENT OF INTERNAL AUDITOR FOR FINANCIAL YEAR 01/04/2025 – 31/03/2026
(This item may be considered in private and confidential session: Reason - commercial in confidence).
Recommendation:
- **To appoint an Internal Auditor for financial year 01/04/2025 – 31/03/2026**
16. DATE OF NEXT MEETING
Tuesday 06 May 2025.

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.

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