



CRANLEIGH PARISH COUNCIL

NOTICE OF A MEETING OF THE FINANCE COMMITTEE

**Tuesday 06 May 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 Tuesday 06 May 2025 at the Council Chamber.**

Beverley Bell FSLCC
Parish Clerk

28 April 2025.

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

Topic: Finance Committee
Time: May 6, 2025 07:00 PM London
Join Zoom Meeting
<https://us06web.zoom.us/j/82685955175?pwd=bF4bK603M2an5ILT74Vx3wQ1PWItfw.1>

Meeting ID: 826 8595 5175
Passcode: 404531

One tap mobile
+442034815240,,82685955175#,,, *404531# United Kingdom
+442039017895,,82685955175#,,, *404531# United Kingdom

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.

Cranleigh Parish Council, Council Office, Village Way, Cranleigh Surrey GU6 8AF
Tel: 01483 272311 Website: www.cranleigh-pc.gov.uk

AGENDA FOR THE FINANCE COMMITTEE MEETING

To:- The Finance Committee

Cllr R Burbridge
Cllr D Nicholas
Cllr M Scully
Cllr E Townsend
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 13 February 2025.

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 2025 and to approve cost centre overspends in accordance with Financial Regulation 4.10.

Recommendation:

- To review the income and expenditure budget report to 31 March 2025 and to approve the cost centre overspends.

8. **BUDGET REPORT 01/04/24 – 31/03/25**

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 01/04/24 – 31/03/25.
- Report from Councillors on the scope and effectiveness of the Internal Audit.

Recommendation:

- **To recommend the approval of the recommendations in the year-end Internal Audit report for financial year 01/04/24 – 31/03/25 to the full Council.**
- **To recommend the report from Councillors in attendance at the Internal audit on the scope and effectiveness of the Internal Audit to the full Council.**

10. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 01/04/24 – 31/03/25

Recommendation: To recommend the approval of the annual return for financial year 01/04/24 – 31/03/25 to the full Council:

- o **Annual Governance Statement**
- o **The Accounting Statements**
- o **To note the period of public rights to inspect the AGAR from Tuesday 03 June 2025 to Monday 14 July 2025.**

11. 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.**

12. DEBTORS

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

Recommendation:

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

13. 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.

Please note that the agenda and all associated papers can be found on the Parish Council website. 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.