

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

Clerk: Mrs J Allen
Telephone: 01634 710086

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Website: www.stokekent-pc.gov.uk

I hereby give notice of a Finance Committee meeting of Stoke Parish Council, to be held in the Village Hall, on Wednesday 6th November 2024 at 7.00pm, which all members are summoned to attend.

Jenny Allen ~ Clerk
31/10/2024

Part A	Public discussion (not part of the meeting) where any member of the public may discuss any item. No motions may be proposed nor decisions taken, but matters raised by the public may be placed on the agenda for the next meeting.
Part B	Public discussion on any agenda items. In line with standing order (3) e members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. This shall take place at this part of the meeting for a maximum of 30 minutes. Following this member of the public are not permitted to speak or to take part in the business of the Parish Council.

1.	Apologies for absence Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.
2.	To receive Declarations of Interest and Dispensations To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.
3.	Reserves & Forward Planning - Appendix A a). To discuss the Parish Council's reserves and associated forwarded planning costs.
4.	Review of income - Appendix A a). To receive and discuss the status of the income figures at the 3 rd quarter of the year.
5.	Review of expenditure - Appendix A a). To receive and discuss the status of the expenditure figures at the 3 rd quarter of the year.
6.	Budgets - Appendix A a). To review the budgets proposed for this financial year and to make any relevant amendments.
7.	Additional costs - Appendix A a). To discuss additional costs, which were not included in the budget for this year
8.	Audit Preparation - Appendix A a). To discuss the preparations for the 2024/2025 Audit.

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9.	Projects - Appendix A a). To discuss and set budgets for any new proposed projects for the financial year 2024/2025.
10.	Finance - Appendix B a). Bank balances. b). To agree the financial performance against the budget for October 2024. c). Accounts paid since the last meeting to be ratified. d). Accounts for payment. e). Payment requests to be discussed for approval and payment.
11.	Minutes of the last meeting - Appendix C a). To receive and approve the minutes of the Extraordinary Parish Council meeting held on Wednesday 3 rd July 2024. b). To receive and approve the minutes of the Parish Council Meeting held on Wednesday 2 nd October 2024.
12.	Action plan - Appendix D a). To review the actions agreed at the last meeting and their subsequent progress.
13.	Planning - Appendix E a). Applications. b). Decisions. c). Appeals and Other Matters.
14.	Any other business
15.	Date of next meeting
16.	Section 100A(4) To resolve that pursuant to Section 100A(4) of the Local Government act 1972 that the public be excluded from the following item because it is likely in view of the nature of the business to be transacted that if members of the public are present during this item, there would be disclosure to them of exempt information as defined in Part 1 of Schedule 12A of the act.
17.	Personnel - Appendix F a). NALC Increment.
18.	Close of meeting