

WITHYHAM PARISH COUNCIL

To all Members of the **FINANCE** Committee
(with copies to all other Councillors for information).

You are summoned to attend a meeting of the **FINANCE** Committee to be held at **The Old Station**, Station Road, Groombridge on **Monday 25th July 2022** at **7.30pm** when it is proposed to transact the following business:

Deborah Siddle, Clerk – 19th July 2022

***There is a 10-minute opportunity for members of the public to address the Council.
Members of the public are encouraged to attend meetings via Zoom
(access details at the end of this agenda). If you wish to attend in person, please contact the
Clerks by the morning of the meeting clerk@withyhamparishcouncil.org.uk***

- 1. ENQUIRE WHETHER ANYONE PRESENT INTENDS TO FILM, PHOTOGRAPH AND/OR RECORD THE MEETING**
- 2. APOLOGIES**
- 3. DECLARATIONS OF INTEREST**
- 4. MINUTES**
 - 4.1 Minutes of the meeting held on 23rd May 2022
 - 4.2 Matters outstanding from these minutes
- 5. GRANTS** – to consider applications
- 6. PHOENIX HOUSE** – update on rental
- 7. ASSETS** – update on condition and works required
- 8. RISK ASSESSMENTS** – to review list of current risk assessment templates
- 9. ACCOUNTS & FINANCE**
 - 9.1 To note expenditure against budget report to July 2022
 - 9.2 To consider any virements and journals required
 - 9.3 To agree signing of a Direct Debit for Local Giving
 - 9.4 To agree transfer of funds between WPCs HSBC bank accounts to allow payment of deposit on Groombridge Playground
- 10. RFO REPORT** – to include Financial Planning, Reporting and Budgeting Training for Clerks/RFOs/Councillors on Tuesday 13th September at 6.30pm
- 11. MATTERS OF URGENT IMPORTANCE FOR NOTING OR INCLUSION ON A FUTURE AGENDA** to include quotes for St John's Preschool access path, grass cutting of WPC land, and works required at Old Station (kitchen roof/ceiling), two year budget and cashflow
- 12. DATE OF NEXT MEETING** – Monday 26th September 2022 at 7.30pm to be held at The Parish Office unless otherwise notified by the agenda

Link to join the meeting by Zoom:

<https://us06web.zoom.us/j/89654243984?pwd=a3BidnQrZkdJYzZ2RStFcGRqb2p5UT09>

Meeting ID: 896 5424 3984
Passcode: 012142