

DUNSFOLD PARISH COUNCIL

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8th April 2025

NOTICE OF FINANCE COMMITTEE MEETING

Councillors are hereby summoned to attend the meeting of the Finance Committee of Dunsfold Parish Council to be held in the Nugent Room, Winn Hall, Dunsfold at **7.30 pm on Monday, 14th April 2025**, where the following business will be transacted

Jennifer Nagy, Clerk to the Council

AGENDA

1. **Public Question time 15 minutes** – to receive and act upon if considered necessary, comments made by members of the public.

Members of the public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement and it would be appreciated to be kept short, to maximise the time for other questions. The Chairman will call the question from those who are indicating that they wish to speak.

2. **Apologies** – to receive and approve apologies for absence
3. **Declarations of Disclosable, Pecuniary and Other Interests** - to receive any declarations of interest.
4. **Minutes** - to discuss, amend if necessary and thereafter approve the Minutes of the Council meeting held on Monday, 7th January 2025
5. **Chairman's Announcements** – to receive any announcements by the Chairman of the Finance Committee
6. **Accounts & Financial Matters** – to consider the following
 - a) To receive a list of payments due before the next meeting; to agree to authorise payment of same, this to be ratified at the Annual Council Meeting on 6th May 2025
 - b) To agree to transfer £8,000 from General Reserves to the KGV account to cover ongoing costs, as per the budgetary allowance
 - c) To agree Ear Marked Reserve balances, for ratification at the Annual Council Meeting on 6th May 2025
 - d) To receive an update on opening CCLA investment account and Unity Trust bank account
 - e) To note that Pensions Return and Leavers' Certificate have been submitted; VAT Return is in progress

7. **Audit** – to receive an update on the Internal Audit and processing the AGAR
8. **Policies** – to receive and consider the following policies for ratification at the Annual Council Meeting
 - Risk Management Policy
 - Fixed Asset Capitalisation Policy
9. **Terms of Reference** – to receive a draft revised Terms of Reference for the Finance Committee, and to recommend to Council that this is adopted.
10. **Date of the next meeting** – to be advised

ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT MEETINGS