

Godstone Parish Council

(incorporating the Villages of Godstone, South Godstone and Blindley Heath)

Clerk to the Parish Council

S Endersby

Admin Assistant

W Dennis

The Bounty
Godstone Green
Godstone, Surrey
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20 November 2024

AGENDA

Members of the Finance Committee are summoned to a meeting of the Finance Committee of Godstone Parish Council on **Monday 25 November 2024** at **9.30am** at the **Bounty, Godstone Green**.

S Endersby - Clerk to Godstone Parish Council

Members of the Public and press are permitted to attend for the full meeting.
The meeting is held in public, not a public meeting, agenda item 1 is when members of the public may speak.

1. **Apologies for absence**
2. **Declaration of Interest - [Parish Councillors](#)**
3. **Minutes of previous meetings held on 6 January 2023**
4. **Parish Council Procedures Audit**
 - 4.1 Insurance Cover
 - 4.2 Financial Risk Assessment, including Deposit Protection Limits – Annual Review
 - 4.3 Financial Regulations - To review regulations and agree any changes
 - 4.4 Asset Register
 - 4.5 Business Continuity Plan
 - 4.6 Review of Current Direct Debits/Standing Orders
5. **AGAR - Financial Year 2023-2024**
 - 5.1 External Auditor - Note report and conclusion for Financial Year 2023-2024
 - 5.2 Interim Internal Audit – Financial Year 2024-2025 – Note receipt of report and consider recommendations
6. **Financial Position – General Review (year to date 2024-2025)**
 - 6.1 Review of Invoices to be paid
 - 6.2 Review of General Reserves
 - 6.3 Review the latest Income and Expenditure report; agree any virement.
 - 6.4 Review Designated Funds and Restricted Funds and current balances
 - 6.5 Consider estimated carry forward for general funds at 31 March 2025
7. **Grants - Continuous Grants and other Grants to date; Terms and Conditions and Awarding Policy**
8. **Review of fees and charges for 2025-2026**
 - 8.1 Burial Grounds, Allotments, Wayleaves/Easements and Garden Plot Licenses
 - 8.2 Use of Godstone Green and Blindley Heath
9. **Annual review of staff salaries, Pensions and Councillor Allowances (Confidential)**
 - 9.1 Salaries and Pensions
 - 9.2 Chairman's Allowance - Review and set allowance for 2025-2026
10. **Budget for the year 1 April 2025 - 31 March 2026**
 - 10.1 Prepare and agree budget for the financial year 1 April 2025 - 31 March 2026
 - 10.2 Consider the preparation of a 3-year budget Plan
11. **Agree Precept for the year 1 April 2025 - 31 March 2026** - to recommend to the Parish Council
12. **Date of next meeting** - Confirm the date of the next meeting

Part 2 – To consider passing a resolution that pursuant to Section 1 part 2 of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the meeting during the consideration of any business on the grounds that it is likely if the public were to remain, there would be a disclosure of exempt information.