



## RAYNE PARISH COUNCIL

Interim Clerk to the Council: Mrs Sarah Cocks  
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Dear Councillors:

You are hereby summoned to attend the next meeting of the Finance Committee which will be held on **Monday 13<sup>th</sup> February 2023** at **7.30pm** in the Community Information Point, Gore Road, Rayne for the purpose of transacting the following business.

Councillors: M Eldred, A Hooks, T Ripplingale, M Stringer, P Willis (Chair)

**Mrs Sarah Cocks, Interim Clerk**  
**6<sup>th</sup> February 2023**

AGENDA NO.	BUSINESS	DECISION
<b>23/038F</b>	<b>APOLOGIES</b>	Resolution
	To receive, and consider for approval, apologies for absence and reasons given. Members are reminded that LGA1972, s85, states that apologies for absence must be received prior to a meeting.	
<b>23/039F</b>	<b>DECLARATION OF INTERESTS</b>	Information
	To declare any disclosable pecuniary, pecuniary or non-pecuniary interests relating to items on the agenda and having taken appropriate advice (where necessary). Members are reminded to declare any interest on this agenda at this point or at any point during the meeting in accordance with Rayne Parish Council Code of Conduct.	
<b>23/040F</b>	<b>CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 12<sup>th</sup> DECEMBER 2022</b>	Resolution
	To agree and sign the minutes of the previous Finance Committee meeting.	
<b>23/041F</b>	<b>PUBLIC FORUM</b>	Information
	A period of 15 minutes to hear public questions and comments. There will be a time limit of 3 minutes per person to make a statement or ask a question at the discretion of the Chair.	
<b>23/042F</b>	<b>EARMARKED FUNDS</b>	Information

	To review the Earmarked Funds for the year ending 31/03/2023 and consideration of the Earmarked Funds for 2023/24	
<b>23/043F</b>	<b>UPDATE FROM CHAIR AND INTERIM CLERK ON RECONCILIATION OF BANK ACCOUNTS</b>	Information
	To receive a verbal update from Cllr Willis and Mrs Cocks	
<b>23/044F</b>	<b>INTERNAL AUDIT PREPARATION FOR YEAR END</b>	Information
	To note the Interim Clerk has arranged a meeting with Jan Stobart, Internal Auditor, on 27 <sup>th</sup> April to review the papers for the Annual Governance & Accountability Return 2022/23	
<b>23/045F</b>	<b>POLICIES</b>	Resolution
	To confirm the following Policies have been reviewed, agreed and updated:	
	Village Hall Management Committee – Insurance	
	Fixed Asset Register	
	Risk Register	
<b>23/046F</b>	<b>REMEMBRANCE PLAQUES</b>	Resolution
	To consider and agree an increase in the fee charged for plaques from £150 to £180	
<b>23/047F</b>	<b>BANK ACCOUNT</b>	
	Review of cash and reserve balances.	Information
<b>23/048F</b>	<b>BUDGET VS ACTUAL</b>	Information
	Review of how the budget is performing.	
<b>23/049F</b>	<b>ACTION PLANNING</b>	Information
	Review of the 12-month action plan	
<b>23/050F</b>	<b>ITEMS FOR FUTURE MEETINGS</b>	Information
<b>23/051F</b>	<b>Date of next meeting: 11<sup>th</sup> April 2023</b>	