



## RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey  
Community Information Point, Gore Road  
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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 11<sup>th</sup> March 2024 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 Rippingale, J Rickwood, M Stringer, P Willis (Chair)

*Hazel Godfrey*

**Mrs Hazel Godfrey, Clerk**  
**5<sup>th</sup> March 2024**

AGENDA NO.	BUSINESS	DECISION
<b>23/055F</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>23/056F</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>23/057F</b>	<b>CONSIDERATION OF THE MINUTES OF THE MEETING HELD ON 15<sup>TH</sup> JANUARY 2024</b>	Resolution
	To agree and sign the minutes of the previous Finance Committee meeting.	



Parish Office: Community Information Point, rear of Rayne Village Hall, Gore Road,  
Rayne Open: Monday 12.30 to 3.00pm & Thursday 9.30am to 12.00 noon

<b>23/058F</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>23/059F</b>	<b>BUDGET vs ACTUAL</b>	Information
	To review and update 23/24 budget document	
<b>23/060F</b>	<b>EARMARKED FUNDS</b>	Resolution
	To review the Earmarked Funds for the year ending 31/03/2024 and consideration of the Earmarked Funds for 2024/2025	
<b>23/061F</b>	<b>12 MONTH ACTION PLAN</b>	Resolution
<b>23/061.1F</b>	Review and update 22/23 Action Plan	
<b>23/061.2F</b>	Review and update 23/24 Action Plan	
<b>23/062F</b>	<b>5 YEAR ACTION PLAN</b>	Resolution
	To review and update the plan	
<b>23/063F</b>	<b>POLICIES</b>	Resolution
	To confirm the following Policies have been reviewed, agreed and updated:	
	Village Hall Management Committee – Insurance	
	Fixed Asset Register	
<b>23/064F</b>	<b>FINANCIAL REPORTING</b>	Resolution
	Review Financial Reporting process to ensure reports provide meaningful and accurate information	
<b>23/065F</b>	<b>BANK ACCOUNT</b>	Information
	Review of cash and reserve balances	
<b>23/066F</b>	<b>PERSONNEL UPDATE</b>	Information
	To receive an update on contractors/employee status following recent vacancy advert	
<b>23/067F</b>	<b>ITEMS FOR FUTURE MEETINGS</b>	Information
<b>23/068F</b>	<b>Date of next meeting</b>	