# RAYNE PARISH COUNCIL

Clerk to the Council: Mrs Hazel Godfrey

Community Information Point

Gore Road

Rayne

Braintree

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Minutes of the Finance Committee held on 22nd July 2024 at 7.30pm in the Community Information Point, Rayne for the purpose of transacting the following business:

Members present: Cllr M Eldred

Cllr A Hooks

Cllr J Rickwood

Clerk: Mrs Hazel Godfrey

Members of the Public: 0

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| **MINUTE NO.** | **BUSINESS** |
| **24/001F** | **ELECTION OF CHAIR** |
|  | Cllr Hooks was duly elected as Chair for this meeting. |
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| **24/002F** | **APOLOGIES** |
|  | Apologies were noted from Cllr Rippingale |
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| **24/003F** | **DECLARATION OF INTERESTS** |
|  | None declared |
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| **24/004F** | **CONSIDERATION OF THE MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON 11th MARCH 2024** |
|  | The minutes of the meeting held on 11th March 2024 were signed as a true record of the meeting. |
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| **24/005F** | **PUBLIC FORUM** |
|  | No members of the public were in attendance. |
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| **24/006F** | **POLICIES** |
|  | The Finance Committee Terms of Reference were agreed and renewed. |
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| **24/007F** | **BUDGET vs ACTUAL** |
|  | No issues were raised regarding the first quarter report.  It is expected that the training budget will be impacted later on in the year following new councillor and new chair sessions possibly taking place.  Clerk to contact Cllr Rippingale regarding new bin budget. |
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| **24/008F** | **EARMARKED FUNDS** |
|  | Earmarked funds were reviewed and the following adjustments to be made:  Reduce equipment figure quarterly to reflect payments made in respect of new tractor loan.  IT needs amending following payment for website. |
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| **24/009F** | **BANK ACCOUNT** |
|  | Projected Balances at bank as at 22nd July 2024:  Current Account £6,371.89  Instant Access Account £50,585.53  The Clerk will arrange for an internal transfer to the current account to bring the balance up to the agreed balance of £12,000. |
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| **24/010F** | **COFFEE MORNING DONATIONS** |
|  | Donations received so far total £76.19. It was agreed to bank £70.00 now.  Consideration will be given to obtaining a card payment machine for the future. |
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| **24/011F** | **ITEMS FOR FUTURE MEETINGS** |
|  | Consider work completed at the church and the potential for getting donations to the work.  Precept planning.  The Chair will send an email of any other considerations. |
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| **24/012F** | **DATE OF NEXT MEETING** |
|  | The next meeting will be on 3rd October 2024.  A further provisional meeting scheduled for 12th December 2024 to discuss any changes to precept if required.  Future meeting dates – 27th January 2025 and 24th April 2025 |
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| **24/013F** | **CLOSURE**  The meeting closed at 20.12 |

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Signed: