



The Parish Councillors of **BRANTHAM FINANCE COMMITTEE** are summoned to attend a meeting on **Wednesday 27 March 2024, 7pm at Brantham Village Hall.**

*The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.*

*The meeting is open to members of the public to attend in person. Members of the public not wishing to attend in person may submit written representations on issues to be covered in the agenda or items in general which will be noted for further consideration.*

## AGENDA

All papers for the meeting can be found [here](#)

FC 04.24.01	<p>APOLOGIES FOR ABSENCE</p> <p>a) Committee to receive apologies</p> <p>b) Committee to consent to apologies received</p>	CLERK
FC 04.24.02	<p>MINUTES</p> <p>a) To consider and approve the <a href="#">minutes</a> of the previous Finance Committee meeting on 24 April 2024</p>	CHAIR
FC 04.24.03	<p>ACTIONS</p> <p>a) To review progress of highlighted actions from previous month</p>	CLERK
FC 04.24.04	<p>BANK RECONCILIATION</p> <p>a) To confirm completion of a bank reconciliation</p> <p>b) To discuss any issues arising from the reconciliation</p>	CHAIR
FC 04.24.05	<p>UPDATED 2024-25 BUDGET</p> <p>a) To receive an updated 2024-25 budget to take account in changes to anticipated expenditure <b>(PAPER 1)</b></p> <p>b) To approve the updated budget as circulated</p>	CHAIR
FC 04.24.06	<p>CONTRIBUTIONS</p> <p>a) To note contributions/grants expenditure committed to date <b>(PAPER 2)</b></p> <p>b) To consider any requests received from local groups in line with the BPC Contributions policy and to agree an appropriate donation from Brantham Parish Council – Brantham Village Hall <b>(PAPER 3)</b></p>	CHAIR
FC 04.24.07	<p>PAYSLIPS</p> <p>a) To agree the salary payments as per payslips received from SALC</p> <ul style="list-style-type: none"> <li>• Clerk/RFO</li> <li>• Litter Pickers</li> </ul> <p>b) To authorise Responsible Finance Officer to make the payments via online banking</p>	CHAIR
FC 04.24.08	<p>COMMUNITY INFRASTRUCTURE LEVY</p> <p>a) To receive an update on the monies held under the CIL Reserve and monies expended to date on projects <b>(PAPER 4)</b></p> <p>b) To consider/agree allocation of funds to potential projects going forward</p>	CHAIR
FC 04.24.09	<p>REQUESTS FOR PROJECTS FROM BPC COMMITTEES/SUB-COMMITTEES</p> <p>a) To consider/approve any requests for projects and funding necessary from BPC Committees, Sub-Committees and Groups – Brantham Skate Park project <b>(TO FOLLOW)</b></p> <p>b) To consider/agree next steps as necessary</p>	CHAIR

FC 04.24.10	D-DAY MEMORIAL a) To receive revised quotes for Beacon Brazier ( <i>FINAL QUOTES TO FOLLOW</i> ) b) To consider/agree next steps as appropriate	CHAIR
FC 04.24.11	AUDIT (PAPERS TO FOLLOW) a) To receive a progress update on 2023-24 audit b) To receive and approve the Asset Register for the year ending 31st March 2024 c) To approve the Statement of Accounts for Brantham Parish Council for the year ending 31st March 2024	RFO
FC 04.24.12	ANY OTHER BUSINESS	ALL
FC 04.24.13	DATE OF NEXT MEETING Wednesday 22 May 2024, 7pm at Brantham Village Hall	CHAIR

Signed:



**Sarah Keys**

Clerk to the Council