



If you have any questions etc that you wish to ask regarding this meeting please contact the Clerk on 01622 832305 or email [clerk@mardenkent-pc.gov.uk](mailto:clerk@mardenkent-pc.gov.uk).

## **TO ALL MEMBERS OF MARDEN PARISH COUNCIL FINANCE COMMITTEE**

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the meeting of Marden Parish Council Finance Committee to be held on Tuesday 29<sup>th</sup> October 2024 at 7.30pm in the Parish Office Meeting Room, Marden Memorial Hall, Goudhurst Road, Marden, Kent.

*Alison Hooker*

Alison Hooker (Mrs)  
Clerk to Marden Parish Council

### **AGENDA**

#### **012/24 PRESENT:**

#### **013/24 APOLOGIES:**

To receive apologies.

Cllrs to inform the Clerk by 5pm on the day of the meeting if they will not be taking part in the meeting.

#### **014/24 APPROVAL OF PREVIOUS MINUTES:**

To receive and approve the minutes of the meeting held on 30<sup>th</sup> July 2024.

#### **015/24 CLLR INFORMATION**

##### **Declarations of Interest**

To receive any declarations of interest from Cllrs on agenda items.

##### **Granting of Dispensation**

Request for dispensation on any item on this agenda

#### **016/24 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

Members of the public to inform the Clerk if they wish to comment on any item on the agenda.

#### **017/24 UPDATE FROM HR SUB-COMMITTEE MEETING**

Meeting held on 29<sup>th</sup> October 2024.

Cllrs to be provided with an update at the meeting.

#### **018/24 FINANCIAL YEAR 2024/2025**

##### Quarter 2 report

The Clerk had circulated Quarter 2 income and expenditure to Cllrs prior to meeting.

Cllrs to consider, and agree, Quarter 2 accounts.

##### Additional expenditure for this financial year

Cllrs to consider additional expenditure for this financial year

#### **019/24 FOUR-YEAR FINANCIAL PLAN**

Cllrs to continue discussion on items to be ringfenced for future years in capital expenditure on the four-year plan.

#### **020/25 2025/26 INCOME & EXPENDITURE**

##### **Fees**

Cllrs to accept proposals set by relevant Committees in regard to Open Space hire, Play Scheme fees, Cemetery fees and other ad hoc income.

**Other Income and Expenditure**

Cllrs to consider additional income and expenditure for the next financial year including:

- Salaries – proposal put forward by HR Sub-Committee
- Increase in subscriptions and other revenue expenditure
- CIL/S106 expenditure
- Additional training costs
- Appointment of Internal Auditor
- Other proposals submitted by Committees

**021/24 DRAFT BUDGET**

Cllrs to begin drafting the budget for the next financial year.

**022/24 OTHER FINANCIAL ISSUES****Capital Account**

Cllrs to agree transfer of capital monies from Santander to CCLA.

**Bank Reconciliations**

Cllrs to agree and sign Q1 and Q2 bank reconciliations.

**023/24 INVOICES**

Invoices due for payment to be presented to the meeting.