

Horam Parish Council
The Horam Centre
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Horam
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Email: clerk@horamparishcouncil.gov.uk

PLEASE NOTE START TIME AND DATE OF MEETING
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JACKIE COTTRELL

Jackie Cottrell

Email: clerk@horamparishcouncil.gov.uk

dated: 21st May 2025

**Horam Parish Council Finance Committee Members
are summoned to the Meeting to be held on
Wednesday 28th May 2025 at 9.30am at the Horam Centre**

Recordings, including filming, audio recording, photography and using social media sites is permitted at Council meetings which are open to the public.

*Please contact the clerk **24 hours** before the meeting if you have any accessibility concerns regarding your attendance. A stair climber is available for wheelchair users and a zoom link can be provided to attend the meeting virtually (audio access only).*

PUBLIC SESSION – 9.30a.m. – 9.40a.m. Ten minutes are available for the public to express a view or ask a question on relevant matters on the following agenda. Each member of the public can speak for a maximum of 3 minutes for an item on the agenda requiring a resolution and a maximum of 2 minutes for any other item on the agenda. The public are welcome to stay and observe the rest of the meeting.

The door to the Horam Centre will be unlocked 15 minutes before the meeting starts.

A G E N D A

- 1. ELECTION OF CHAIRMAN FOR THE FINANCE COMMITTEE**
- 2. APOLOGIES OF ABSENCE**
- 3. DECLARATIONS OF INTEREST:** To receive any disclosure by Members of personal interests in matters on the agenda, the nature of the interest and whether the member regards the interest as personal or pecuniary under the terms of the Code of Members Conduct and the Localism Act 2011.
- 4. MINUTES OF FINANCE MEETING** held on 24th FEBRUARY 2025 (previously distributed) to be confirmed and signed as a true record.

5. COUNCILLORS INSPECTION OF FINANCIAL RECORDS UPDATE
6. BANK SIGNATORY UPDATE
7. ASSET REGISTER AMENDMENT – To resolve
8. TO REVIEW AND AGREE THE COMMUNITY GRANT GUIDANCE DOCUMENTATION AND APPLICATION DOCUMENTATION FOR 2025/26 – To resolve
9. TO RECEIVE AND NOTE THE INTERNAL AUDIT REPORT FOR THE FINANCIAL YEAR 2024/25
10. TO RESOLVE TO RECOMMEND TO FULL COUNCIL APPROVAL OF SECTION 1 OF THE AGAR – ANNUAL GOVERNANCE STATEMENT 2024/25
11. TO RESOLVE TO RECOMMEND TO FULL COUNCIL APPROVAL OF SECTION 2 OF THE AGAR – ACCOUNTING STATEMENTS 2024/25
12. HPC INTERNAL AUDITOR UPDATE
13. TO CONSIDER VIREMENTS BETWEEN EAR MARKED RESERVES
14. TO CONSIDER EXTERNAL FINANCE TRAINING FOR ALL FINANCE COMMITTEE MEMBERS
15. EUROPLANTS UPDATE
16. TO CONSIDER THE RESPONSES RECEIVED FROM THE HORAM VILLAGE HALL REGARDING OUTSTANDING INFORMATION REQUIRED BY THE PC IN ORDER TO CONSIDER THE HVH PUMP TRACK GRANT REQUEST AND TO RESOLVE THE OUTCOME OF THE GRANT APPLICATION
17. NEXT MEETING
18. INFORMATION TO/FROM COUNCILLORS (for noting or inclusion on future agendas)

To: - Members of the Finance Committee – Councillors Virginia Roberts, Ann Sadler, Graham Knight, Andy Billings and Sue Lane