

Horam Parish Council  
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<p><b>PLEASE NOTE START TIME AND DATE OF MEETING</b></p>
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## **JACKIE COTTRELL**

Jackie Cottrell

Email: [clerk@horamparishcouncil.gov.uk](mailto:clerk@horamparishcouncil.gov.uk)

dated: 20<sup>th</sup> MAY 2026

**Horam Parish Council Finance Committee Members  
are summoned to the Meeting to be held on  
Wednesday 27<sup>th</sup> May 2026 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. ELECTION OF THE VICE-CHAIRMAN FOR THE FINANCE COMMITTEE**
- 3. APOLOGIES OF ABSENCE**
- 4. 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.

5. **MINUTES OF FINANCE MEETING** held on 26<sup>th</sup> FEBRUARY 2026 (previously distributed) to be confirmed and signed as a true record.
6. **COUNCILLORS INSPECTION OF FINANCIAL RECORDS UPDATE**
7. **ASSET REGISTER UPDATE**
8. **TO REVIEW AND AGREE THE COMMUNITY GRANT GUIDANCE DOCUMENTATION AND APPLICATION DOCUMENTATION FOR 2026/27 – To resolve**
9. **TO NOTE THE BANK RECONCILIATIONS AND MANAGEMENT ACCOUNT REPORTS AS AT 31.3.2026**
10. **TO RECEIVE AND NOTE THE INTERNAL AUDIT REPORT FOR THE FINANCIAL YEAR 2025/26**
11. **TO CONSIDER INTERNAL AUDITOR RECOMMENDATIONS**
12. **TO RESOLVE TO RECOMMEND TO FULL COUNCIL APPROVAL OF SECTION 1 OF THE AGAR – ANNUAL GOVERNANCE STATEMENT 2025/26**
13. **TO RESOLVE TO RECOMMEND TO FULL COUNCIL APPROVAL OF SECTION 2 OF THE AGAR – ACCOUNTING STATEMENTS 2025/26**
14. **TO NOTE THE REQUIRED EXPLANATION OF VARIANCES OF SECTION 2 OF THE AGAR – ACCOUNTING STATEMENTS 2025/26**
15. **TO NOTE AND DISCUSS CURRENT CIL BALANCES**
16. **INSURANCE UPDATE**
17. **NEXT MEETING**
18. **INFORMATION TO/FROM COUNCILLORS (for noting or inclusion on future agendas)**

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