

ROGATE PARISH COUNCIL

FINANCE COMMITTEE MEETING

16th October 2013

Dear Councillor

I HEREBY GIVE NOTICE that a meeting of the **FINANCE COMMITTEE** will be held on **Tuesday 22nd October 2013** in **ROGATE VILLAGE HALL PAVILLION** commencing at **7pm** sharp.

Cathryn Woolley
Cathryn Woolley CILEX T.E.P
CLERK

Please direct any correspondence to -
CLERK to ROGATE PARISH COUNCIL: CATHRYN WOOLLEY
clerkrogateparishcouncil@hotmail.co.uk
0844 357 5798
www.rogate-parish.co.uk

Members of the Public Welcome – any requests to make a public representation must be received by the Clerk in writing no less than 24 hours prior to the meeting.

Copies of Appendices referred to are available in printed or email format, upon request to the Clerk.

Finance Committee Members

*New Chair to be elected

Cllr Elizabeth Brown	Cllr Murray Spalding
Cllr Pauline Berrisford-Hill	Cllr Sarah O'Brien-Twohig
Cllr Shon Sprackling	Cllr Fiona Dix
Cllr Max Harwood	Cllr Steve Williamson

- 1) **REPRESENTATIONS BY THE PUBLIC** (15 mins)
Members of the public may ask the Chairman of the Committee for permission to address the Committee. The rules governing this procedure are available upon request. The rules relating to public representations must be adhered to. **Please contact the Clerk if you wish to make a representation.**
- 2) **APOLOGIES FOR ABSENCE**
To record any apologies for absence and confirm whether or not such absences are approved.
- 3) **DECLARATIONS OF INTEREST**
To receive from Members declarations of Pecuniary and non-Pecuniary interests in relation to any items included on the agenda for this meeting in accordance with **THE LOCALISM ACT 2011 s29** and the **Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012**.
- 4) **ELECTION OF CHAIR**
To deal with the election of Chair of the Finance Committee, by way of self nomination, at the meeting and the vote to be conducted, by way of a show of hands.
- 5) **MINUTES OF LAST MEETING**
To approve and sign the minutes of the last planning meeting held on the 22 April 2013 as a true record. (**Appendix A**).
- 6) **MATTERS ARISING FROM PREVIOUS MINUTES**
To deal with any matters arising from the minutes not already included on the agenda.
- 7) **ANNUAL ACCOUNTS**
To discuss the annual accounts, as previously circulated.
- 8) **AUDITED ANNUAL RETURN**
To discuss the audited annual return 2012/2013, which has recently been returned from external audit. (**Appendix B**)
- 9) **BUDGET 2012/2013**
To review 2012/2013 budget against actual expenditure. (**Appendix C**)
- 10) **BUDGET PROPOSALS 2013/2014**
To discuss and plan budget proposals for 2013/2014
- 11) **DATES OF FORTHCOMING MEETINGS**
To agree dates for forthcoming Finance Committee meetings.

