



I hereby give notice that a meeting of the Finance Committee will be held on **Monday 30th October 2023** at **The Pavilion, Rogate Village Hall** commencing at **7.00pm**.
Members of the public are welcome.

Chairman: Adrian Collins
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www.rogateparishcouncil.gov.uk

Clerk: Debbie Harknett
clerk@rogateparishcouncil.gov.uk

- 1) **Recording of the meeting** – to be noted
- 2) **Appointment of Chairman and Vice-Chairman**
- 3) **Apologies for absence**
- 4) **Declarations of interest**
- 5) **Minutes of last meeting** – to approve the minutes of the meeting held on 3rd April 2023 as a true record.
- 6) **Representations from the public** - Members of the public may ask the Chairman for permission to address the Committee (15 mins).
- 7) **Chairman's report**
- 8) **Internal auditor – interim report**
- 9) **Annual review of**
 - a) Finance Committee Terms of Reference
 - b) Financial regulations
 - c) Risk register
 - d) Internet banking policy and procedure
 - e) Banking arrangements
 - f) Members allowance policy
 - g) Expenses policy
 - h) Transparency code
 - i) Grant award policy and procedure
- 10) **Discretionary funding** - to consider awarding grants for 2023/24 and/or including in 2024/25 budget
 - a) Rogate Church graveyard
 - b) Terwick Church graveyard
 - c) 4Sight
 - d) Any others
- 11) **Review of expenditure against budget 2023/24**
- 12) **To consider council prepayment/debit card**
- 13) **Draft budget 2024/25**
- 14) **Date of next meeting** - to confirm the date of the next Finance Committee Meeting that is scheduled on **Monday 27th November 2023** at 7.00pm at Rogate Village Hall Pavilion.