



I hereby give notice that a meeting of the Finance Committee will be held on **Monday 25th March 2024** 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) **Election of chair/vice-chair**
- 3) **Apologies for absence**
- 4) **Declarations of interest**
- 5) **Minutes of last meeting** – to approve the minutes of the meeting held on 27th November 2023 as a true record.
- 6) **Representations from the Public** (15 mins total-max 3 mins per person)
- 7) **Chairman's report**
- 8) **Review of expenditure against budget 2023/24**
- 9) **To consider council prepayment/debit card**
- 10) **Zoom/Teams/Microsoft 365**
- 11) **Risk management**
 - a) Risk Management Policy review including new format for the risk register
 - b) Review of risk register
- 12) **Date of next meeting** - to confirm the date of the next Finance Committee Meeting that is scheduled on **Monday 29th April 2024** at 7.00pm at Rogate Village Hall Pavilion.