

**Clerk to the Council/RFO: Julie Hodgkiss**  
**Chairman: Cllr Caroline Clode**

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Minutes of the **Finance and Personnel Committee** Meeting held at 7:15pm on **Monday 27<sup>th</sup> November 2023** at The Pavilion.

**Present:** C Clode (CC), P Stevens (PS), C Teckoe (CT), M Underwood (MU),

**Not in attendance:** Cllr Clarke

**In attendance:** J Hodgkiss, Clerk

F22.23/24 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**  
Apologies received from Cllr Clarke – previous commitment

F23.24/25 **DECLARATIONS OF INTEREST**  
None

F24.23/24 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS**  
None

F25.23/24 **MINUTES**  
**RESOLVED: PS resolved to approve and sign the minutes of the Finance Committee meeting held on Monday 25<sup>th</sup> September 2023, seconded by CC and agreed by all members present.**

F26.23/24 **BANK RECONCILIATION**  
Members noted the Bank Reconciliation for all accounts to 31 October.

F27.23/24 **VAT RETURN**  
Members noted the return made to end Q2 2023.

F28.23/24 **FINANCIAL POSITION BY COST CENTRE & CODE SUMMARY**  
See F29.23/24

**RESOLVED: PS proposed to suspend Standing Order 1cc, seconded by CT and agreed by all members present.**

F29.23/24 **DRAFT BUDGET**  
Members analysed at length the financial position including expenditure, income and reserves to date in conjunction with the draft budget for 2024/25 line by line. This initial draft was heading to a precept rise of 15%. Members made a number of recommendations to reduce this number. Clerk to make suggested adjustments and the budget will again be considered at Full Council on 11<sup>th</sup> December 2023.

Meeting closed at 9.45pm