



# Broadbridge Heath Parish Council

[www.broadbridgeheath-pc.gov.uk](http://www.broadbridgeheath-pc.gov.uk)

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Parish Office, Sargent Way, Broadbridge Heath RH12 3TS

Members of the Broadbridge Heath Finance & Establishment Committee are hereby summoned to a meeting to be held at **The Parish Office** on **MONDAY 15<sup>th</sup> of JANUARY 2024** commencing at **19:45**. The first 15 minutes are available for the public and the press who have a right to attend to express a view or ask a question on relevant matters on the following agenda (Standing Order 3d). Members of the public are welcome to stay and observe the rest of the meeting.

Signed: *Lucinda Edwards*

**Lucinda Edwards (Clerk) – 9<sup>th</sup> January 2024**

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## AGENDA

### **1 PUBLIC SPEAKING**

### **2 APOLOGIES AND REASON FOR ABSENCE**

Recommendation: To receive and agree any apologies for absence and document the reasons for such.

### **3 DECLARATIONS OF INTEREST AND NOTIFICATION OF CHANGES**

Recommendation: 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, prejudicial or pecuniary under the terms of the Revised Code of Conduct from members.

### **4 CHAIRMAN'S ANNOUNCEMENTS – ITEMS OF SUFFICIENT URGENCY FOR INFORMATION ONLY**

To receive announcements from the Chairman of the Finance and Establishment Committee.

### **5 FINANCE UPDATE**

Recommendation:

5.1 To review income and expenditure for M1-9 2023/24

5.2 To receive an overview of finances to date from the RFO

### **6 BANK RECONCILIATION**

To receive and sign the bank reconciliations.

### **7 INTERIM AUDIT**

To note the interim audit report.

### **8 BANK SIGNATORY AND MANDATES**

To receive an update and approve next steps.

### **9 CIL AND SECTION 106 UPDATE**

To receive an update on Section 106 and CIL funding expenditure and remaining funds.

### **10 BUDGET CONSIDERATIONS**

Recommendation:

To review the approved budget for 2024/25 in relation to anticipated bank interest income.

**11 PRECEPT WEBSITE UPDATE**

To review and agree wording for the parish council website.

**ESTABLISHMENT**

**12 SINGLE LIGHTING COLUMN PROJECT**

12.1 To receive an update on the project.

12.2 To receive an updated quote, to include a newly introduced installation requirement charge and to agree next steps to progress.

**13 GATE AT VILLAGE CENTRE RECREATION GROUND**

To receive an update on the Village Centre access gate repair/replacement and agree next steps.

**14 DATE OF NEXT MEETINGS**

To note the next planned meeting dates;

Personnel Committee – Monday 29<sup>th</sup> January – 7:30pm

Allotments Sub-Committee Meeting – Monday 29<sup>th</sup> January – 8:30pm

Parish Council Meeting – Monday 5<sup>th</sup> February – 7:30pm

Recreation Committee – Monday 26<sup>th</sup> February – 7:45pm

Finance and Establishment Committee – Monday 24<sup>th</sup> June – 7:45pm

\*\* Pursuant to the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 ss100, and because of the confidential nature of the business to be transacted, the public and press will be required to leave the meeting during the consideration of these items