



Batheaston Parish Council

**Agenda for a public meeting of the Finance Committee
at 7:15pm on Monday 16th December 2024
at the Rhymes Pavilion, Coalpit Road, BA1 7NW**

AGENDA AND NOTICE OF MEETING

PROCEDURAL MATTERS

- 1. Public Participation.**
- 2. To receive** apologies for absence.
- 3. To receive** any declarations of interest from Councillors.
- 4. To approve** the minutes of the meeting of the Committee held on 2nd May 2024 (Clerk, A)

FINANCIAL ADMINISTRATION

5. Monthly transactions

- 5.1. To approve** transactions undertaken up to November 2024. (Clerk, A)
- 5.2. To note** that bank reconciliations have been signed by the Chair of the Committee to November 2024.

6. Finance performance to end November 2024 (Clerk, A)

- 6.1. To receive** a report and commentary on the financial position at the end of the November 2024.
- 6.2. To review** a projection of expenditure in the last 4 months of the financial year, including community grants and projects, and **to approve** any actions arising.

7. Finance Operations Matters

- 7.1. To approve** a £25 Christmas bonus to staff.
- 7.2. To approve** a recommendation to re-appoint the Internal Auditor for 2024/25.
- 7.3. To approve** a recommendation not to take out a PRS/PPL licence for the Rhymes Pavilion.
- 7.4. To approve** the selection of the supplier for the refurbishment of the Council's noticeboards.

BUDGET AND PRECEPT SETTING FOR 2025/26

8. Process and Timetable for setting the Budget

- 8.1.** To approve a proposal setting out the timetable and process by which the budget and precept for 2025/26 will be set (Clerk, A)

Signed: - 

Parish Clerk

Date issued: 11th December 2024