



# BENTHAM TOWN COUNCIL

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## All Town Council Meetings are open to the Public and Press

**Tuesday 22<sup>nd</sup> April 2025**

### **Bentham Town Finance Committee**

The Public and Press are invited to attend. The Press and Public may not speak when the Council is in session, but they may make points during the "Comments and Concerns" item on the agenda below.

Background papers are available for viewing by appointment before the meeting.

They will be circulated to Councillors in the days before the meeting.

Carrie Pillow (RFO)

## **AGENDA**

Please note papers will be numbered as the agenda reference.

**F30 Apologies:** To Note Apologies for absence given in advance of the meeting.

**F31 Declaration of Interest:** To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.

**F32 To receive Comment & Concerns:** Public participation – to hear matters raised by members of the public Or Cllrs with an interest (that are allowed to speak) either on agenda items or for future consultation. (NB: for non-agenda items Members of the Council are not permitted to respond, except to ask questions for the purposes of clarification)

**F33 To Confirm the Minutes** of the previous finance meeting on Monday 24<sup>th</sup> November 2024

**F34 To conduct Quarterly Internal Control checks with RFO** for the quarter to Dec 2024

- A. Payments and receipts. (from files & Scribe)
- B. Bank reconciliation.
- C. VAT return.
- D. Performance against budget – End of year position 31/3/2025 .
- E. To complete the Parish Council Internal Control checklist.

**F35 To review annual return**

- A. To Review Internal audit

- B. To Review AGAR
- C. To Review dates for Public rights.

**F36 To review quotes**

- A. Philip Harvey Playing Field MUGA, drainage and path
- B. Fireproof Stage Curtains
- C. Cross at Low Bentham
- D. Remote heating
- E. Cemetery extension drainage

**F37 Items for the next meeting** and minor items for information only.

**F38 Date** of the next Finance Committee meeting.

F39 To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, and by reason of the confidential nature of the remainder of the business, that the public and press be excluded further from the meeting, whilst items within **F40** re considered:-

**F40 Staffing Matters:**

- A. To review staff appraisals and staff contracts.