



# BENTHAM TOWN COUNCIL

Bentham Town Hall, Station Road,  
Bentham, Lancaster LA2 7LH  
Tel: 015242 62587

Email: [townclerk@benthamtowncouncil.co.uk](mailto:townclerk@benthamtowncouncil.co.uk)

Website: [www.benthamtowncouncil.gov.uk](http://www.benthamtowncouncil.gov.uk)

**All Town Council Meetings are open to the Public and Press**  
**Tuesday 22<sup>nd</sup> July 2025**  
**To All Members of Bentham Town Council Finance Committee**

Dear Councillor,

You are hereby summoned to attend an ordinary meeting of Bentham Town Council Finance Committee on **Tuesday 22<sup>nd</sup> July 2025**, at 7.30 pm in the Lower Hall at Bentham Town Hall. The business to be transacted at this meeting is set out in the agenda below. Carrie Pillow (RFO)

## AGENDA

Please note papers will be numbered as the agenda reference.

- F.1 Apologies:** To Note Apologies for absence given in advance of the meeting.
- F.2 Declaration of Interest:** To Note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.
- F.3 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)
- F.4 To Confirm the Minutes** of the previous finance meeting on **Tuesday 22<sup>nd</sup> April 2025**.
- F.5 To conduct Quarterly Internal Control checks with RFO** for the quarter to July 2025.
- A. Payments
  - B. Receipts.
  - C. Bank reconciliation.
  - D. VAT return.
  - E. Performance against budget & any budget movements.
  - F. To review Reserves
  - G. To complete the Parish Council Internal Control checklist.
- F.6 Items for the next meeting** and minor items for information only.
- F.7 Date** of the next Finance Committee meeting. – to be prior to NYC precept demand.