

Ringmer Parish Council

To: Members of the Office and Finance Committee
 You are hereby summoned to attend the Meeting
 on Monday 10th January 2022 at 10:00
 in the Parish Rooms at Kings Academy Ringmer

Office & Finance Committee Meeting Agenda

Signed: Carol Hodgson - Acting Clerk to Ringmer Parish Council
 (01273) 813242 / clerk@ringmerparishcouncil.gov.uk

Meeting called 5th January 2022

Item	Agenda Item (OF21)	Act
1.	To receive apologies for absence	
2.	Declarations Of Members' Interests and Dispensation Requests	
3.	To accept the minutes from the Office and Finance Committee meeting held on Thursday 4 th November 2021	
4.	Public questions or comments relating to items on this agenda This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes	
5.	To consider any recommendations from other Committees	
6.	Finance:	
6.1	To receive the latest statement of accounts and make any recommendations to Full Council requiring action and decision	Off
6.2	To receive the latest bank reconciliation	Off
6.3	To receive the Reserves Statement including movement	Off
6.4	To consider any CIL Funding for Council approval	
6.5	To receive an update on Bank Account signatories	Off
6.6	To consider any Grant Applications	
7.	Budget preparation for 2022/23	
7.1	To receive the forecast of income and expenditure to 31-Mar-22	Off
7.2	To consider expenditure for inclusion in the 2022/23 Greens & Amenities budget	
7.3	To consider a total budget amount to recommend to the Full Council	
8.	Other Matters	
8.1	To receive an update on reviewing the Office and Finance Committee Terms of Reference.	DT/Off
8.2	To receive a schedule of Committee meeting dates to May 2022	DT/Off
8.3	To identify any current financial risks	
8.4	To receive an update on meeting with Kings Academy Ringmer to discuss the Occupational Licence and rental / utility charging.	Off
8.5	To consider a 'Treasury Strategy'.	DT
9.	To consider any other financial matters that cannot be held over to the next agenda at the Chairman's discretion	
10.	Date of next meeting and items for inclusion on the agenda	
11.	Close of Meeting	