

LYMINGE PARISH COUNCIL

FINANCE AND ADMINISTRATION COMMITTEE

**THIS IS THE AGENDA FOR
A MEETING OF THE ABOVE PARISH COUNCIL COMMITTEE TO BE HELD ON
MONDAY 4TH MARCH IN THE RIGDEN ROOM AT THE TAYNE CENTRE, LYMINGE
STARTING AT 6:30PM.
YOU ARE HEREBY SUMMONED TO ATTEND.**

1. Welcome, apologies and declarations of interest

A member who declares a DPI in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part unless a relevant Dispensation has been granted.

A member who declares an OSI will be able to speak on the item but will be required to leave the meeting for the vote.

A member who declares a voluntary interest will be allowed to speak and vote on the matter should they wish.

Finance

2. Management accounts:

1. April - March actuals vs budget
2. Bank reconciliation as of 29.02.24 - to approve
3. Payment schedule - For approval:
 - a. Medash Signs - £160 - Parish Signage (PAID)
 - b. HMRC - £672.34 - PAYE June to Dec (PAID)
 - c. 1st Lyminge Scout Troop - £743 - Grant (PAID)
 - d. KALC - £84 - Training (PAID)
 - e. Kingsford Solicitors - £3201.94 - Legal fees (PAID)
 - f. HMRC - £672.34 - PAYE June to Dec (Duplicate payment)
 - g. Jennings Cleaning - £220 - Cleaning
 - h. NALC - £39.22 - Training
 - i. Etchingill Village Hall - £20 - Room hire

3. Expenses

- To receive and approve staff and councillor expenses.

Administration

4. Asset register

1. To receive an update on the asset register

5. Policies

1. Councillor expenses policy

6. Correspondence

1. To discuss and vote on the use of Tayne Field on 26.05.24 for an outdoor church service.
2. To discuss and vote on the of Rhodes Minnis Recreation Ground to place Asian Hornet traps.

7. Employment

1. To agree the contract of employment for the parish council handyman.

8. Date of next meeting: 29th April 2024

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