

Lyminge Parish Council

Draft Minutes of Lyminge Parish Council Finance and Administration Committee Meeting.
Held on Monday 3rd February 2025 in Lyminge Village Hall

Present: Cllrs Arnold, Hall and Harrison.

In attendance: Chani Sanger (Clerk) and two members of the public.

02.01 Election of a committee chair:

[Motion - To approve Cllr Harrison as chair.](#)

Proposed: Cllr Arnold | Seconded: Cllr Hall | Motion passed.

Apologies: Cllr King

Declarations of interest: None

02.02 Minutes:

[Motion - To approve the minutes of 6 January 2025.](#)

Proposed: Cllr Arnold | Seconded: Cllr Harrison | Motion passed.

02.03 Monthly accounts:

02.03.1 The following documents are usually circulated, for information only, ahead of the meeting:

- Current account bank reconciliation, savings account reconciliation, all bank accounts reconciliation, banking summary report, itemised payments and itemised receipts. However it was noted that the information had only been made available in the morning of the meeting date and the bank reconciliation had not yet been completed. It was noted that the bank reconciliation would be completed early that week and circulated.

02.04 Correspondence: The Clerk noted that two grants had previously been awarded to LPC, however there had not been the opportunity to incur the costs involved in running the projects, as such the Clerk recommended that the funds be returned to their awarding bodies. This would be discussed by the Full Council.

02.05 Date of next meeting: 3rd March

Meeting closed at 18:52

Signed: _____ Chair (Date __/__/25)