

HORNING PARISH COUNCIL

NOTICE OF FINANCE COMMITTEE MEETING

To Members of the Finance Committee of the Parish Council:

You are hereby summoned to attend the Horning Finance Committee meeting in the Village Hall Annexe, on **Tuesday 25th November 2025 at 1900 hrs** for the purpose of transacting the following business:

Jo Beardshaw

Parish Clerk / RFO

Press and Public are welcome

AGENDA

- 1. To receive apologies for absence**
- 2. To receive declarations of interest.** Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement of the Parish Council's (Model Code of Conduct) Order 2001 S8 that declarations from a member include the nature of the interest and whether it is personal or prejudicial
- 3. To consider the draft minutes of the Finance Committee meeting held on 18th November 2024**
- 4. To discuss and agree on agenda items.**
 - a. To nominate a Chairman and Vice Chairman of the Finance Committee
 - b. To review the Terms of Reference of the Finance Committee
 - c. To confirm the bank reconciliation up to the end of October 2025
 - d. To consider and agree the financial risk assessment.
 - e. To consider and confirm the general reserves policy.
 - f. To review the Financial Regulations as necessary
 - g. To confirm the Parish Council decision at Full Council to use Scribe software from 1/4/26 and to incorporate the subscription into budget (£471)
 - h. To discuss a change to the annual donation to St Benet's PCC following information received in March 2025
 - i. To consider and confirm budgeting for:
 - i. Village map
 - ii. Beacon works
 - iii. Stone wall works
 - j. To Look at financial mid to long term capital investment plan.
 - k. To consider the forecast for the remainder of the financial year 2025/2026 and the budget for the financial year 2026/2027
 - l. To consider the Precept proposal and to finalise the precept recommendation to take to full Council on Monday 1st December 2025
- 5. Closure of meeting**

Jo Beardshaw (Clerk and RFO)
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