



If you have any questions etc that you wish to ask regarding this meeting please contact the Clerk on 01622 832305 or email [clerk@mardenkent-pc.gov.uk](mailto:clerk@mardenkent-pc.gov.uk).

## **TO ALL MEMBERS OF MARDEN PARISH COUNCIL FINANCE COMMITTEE**

Dear Councillor

YOU ARE HEREBY SUMMONED TO ATTEND the meeting of Marden Parish Council Finance Committee to be held on Tuesday 29<sup>th</sup> July 2025 at 7.45pm in the Parish Office Meeting Room, Marden Memorial Hall, Goudhurst Road, Marden, Kent.

*Alison Hooker*

Alison Hooker (Mrs)  
Clerk to Marden Parish Council

### **AGENDA**

#### **001/25 ELECTION OF CHAIRMAN**

#### **002/25 ELECTION OF VICE-CHAIRMAN**

#### **003/25 PRESENT**

Cllrs to inform the Clerk by 5.00pm on the day of the meeting if they will be taking part in the meeting.

#### **004/25 APOLOGIES FOR ABSENCE**

To receive apologies for absence.

Cllrs to inform the Clerk by 5.00pm on the day of the meeting if they will not be taking part in the meeting.

#### **005/25 APPROVAL OF PREVIOUS MINUTES:**

Cllrs to receive and approve the minutes of the meeting held on 29<sup>th</sup> April 2025.

[Finance Committee Minutes & Agendas - Marden Parish Council - Marden Parish Council, Marden, Tonbridge](#)

#### **006/25 CLLR INFORMATION**

##### **Declarations of Interest**

To receive any declarations of interest from Cllrs on agenda items.

##### **Granting of Dispensation**

Request for dispensation on any item on this agenda

#### **007/25 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING**

Members of the public to inform the Clerk if they wish to comment on any item on the agenda.

#### **008/25 FINANCIAL YEAR 2025/2026 – QUARTER 1**

##### Income & Expenditure

The Clerk to provide details of the income and expenditure for Quarter 1 of the current financial year.

Cllrs to receive and agree income and expenditure for Quarter 1.

Bank Reconciliations to 30<sup>th</sup> June 2025

Cllrs to agree, and two Cllrs to sign, end of year bank reconciliations.

**009/25 OTHER**

**Changes to Financial Regulations**

Cllrs to consider and agree changes to the Financial Regulations as submitted by NALC

**VAT implications for Changing Rooms Refurbishment**

Cllrs to discuss responses received regarding VAT on refurbishment works.

Cllrs to agree next step.

**Changing Rooms Refurbishment**

Cllrs to discuss next steps and any additional architects costs

**Community Infrastructure Levy**

Cllrs to receive details of CiL money received to 31<sup>st</sup> March 2025 and note that money needs to be spent within 5 years of receipt.

**Expenditure**

Deputy Clerk – CiLCA Qualification

Due to the next stage of applications being in February 2026 Cllrs are requested to consider the costings for the above qualification and training from 2025/2026 training budget.

Grounds maintenance machinery

Cllrs to consider purchase of new machinery for grounds staff (*to be discussed at Amenities Committee meeting on 22<sup>nd</sup> July*)

**010/25 INVOICES**

Invoices due for payment to be presented to the meeting.