



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> April 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**

#### **037/25 PRESENT**

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

#### **038/25 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.

#### **039/25 COUNCILLOR INFORMATION**

Declaration of Pecuniary and Non-Pecuniary Interests

Changes to Register of Interest

Granting of Dispensation

#### **040/25 APPROVAL OF PREVIOUS MINUTES:**

Cllrs to receive and approve the minutes of the meeting held on 21<sup>st</sup> January 2025.

#### **041/25 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

#### **042/25 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.

#### **043/25 UPDATE FROM HR SUB-COMMITTEE MEETING**

Meeting held on 15<sup>th</sup> April 2025. Minutes had been circulated prior to the meeting.

Cllrs to be provided with an update at the meeting.

#### **044/25 FINANCIAL YEAR 2024/2025**

##### Income & Expenditure

The Clerk to provide details of the income and expenditure for the financial year 2023/2024.

To receive and agree income and expenditure for 2024/2025.

##### Bank Reconciliations to 31<sup>st</sup> March 2025

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

##### Internal Auditor

Confirmation of internal audit for end of year accounts.

##### External Auditor/AGAR form

Cllrs to note details of the AGAR to be put before Full Council for submission to Mazars by 30<sup>th</sup> June 2024.

#### **045/25 OTHER**

##### **Donations**

Cllrs to consider requests for donations.

##### **Changes to Financial Regulations**

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

##### **Expenditure**

##### Changing Rooms – solar panels structural survey

Cllrs to consider quotes obtained following advice received in the structural survey.

##### CCTV

Cllrs to consider details of upgrade to the Network Video Recorder following installation of new cameras.

##### Santander Account

Cllrs Newton and Tippen to sign documentation for closure of account.

##### Update from Amenities Committee

Cllrs to note expenditure on the following:

Container storage for Cemetery

Spoil waste removal from Cemetery

#### **046/25 INVOICES**

Invoices due for payment to be presented to the meeting.