

TOVIL PARISH COUNCIL

YMCA Community Centre, Barfreton Close, Tovil, Maidstone,
Kent, ME15 6FG



I give you notice that a Finance Committee Meeting will be held on Wednesday 8th October 2025, at 7pm at 1 Saint Stephen's Square, Maidstone, England, ME15 6RE.

Members of the public are invited to attend the meeting; the Chairman will close the minute book during the meeting and commence the public session¹. Each member of the public will have three minutes to speak to the Council.

All members of the Finance Committee are summoned to attend, consider, and resolve upon the business to be discussed. The agenda is set out below.

Rachel Newcomb

Rachel Newcomb

Clerk

Date 29th September 2025

BUSINESS TO BE TRANSACTED

1.
 - (a) Apologies for absence received and confirmed by the Committee.
 - (b) Declaration of Changes to the Register of Interests.
 - (c) Declarations of Pecuniary Interest or other Interests as defined by the Kent Code of Conduct and the Localism Act 2011 on any items on the agenda.
 - (d) Requests for dispensation.
 - (e) To confirm whether anyone in attendance intends to film or record the meeting.

Public Session² (meeting Adjourned – minute book closed). Chairman to invite members of the public to make representations, answer questions or give evidence to any items listed on the agenda. A maximum of three minutes per person is allowed and the session will be closed after fifteen minutes.

2. Finance
 - a) To note the end of month reconciliation report.
 - b) To receive the progress against budget report.
 - c) To receive the CIL Expenditure report.
 - d) To note any payments preauthorised by the Clerk.

3. To complete Bank Mandate forms for Committee Members, where necessary.

¹ Tovil Parish Council, Public Participation Policy

² Tovil Parish Council, Public Participation Policy

4. To agree to allocate the unmarked reserve of £37,750.00 – it is currently named as a general reserve.
5. To review the current the reserve balances.
6. Review the Assets Register for TPC.
7. To discuss and review preliminary budget.

Date and details of next meeting