



ALDINGBOURNE PARISH COUNCIL

Parish Office: C/o Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA
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NOTICE OF MEETING AND AGENDA

You are hereby summoned to the Aldingbourne Parish Council Finance Committee to be held in the Aldingbourne Community Sports Centre, Olivers Meadow, Westergate, PO20 3YA on Tuesday 21 October 2025 at 7.00 pm.

AGENDA

1. Apologies for absence

Cllr's Katherine Jarman & Denise Ramshaw (personal).

2. Declarations of Interest

Declarations under the Code of Conduct – Members are reminded that they are required to make a declaration in relation to any item on this Agenda in which they may have an interest.

3. Public Participation

The Public Forum will last for a period of up to 15 minutes during which members of the public may ask layout, or draw attention to, relevant matters relating to the business on the agenda. Each speaker is limited to 3 minutes. Business of the meeting will start immediately following the public forum.

4. To receive and approve minutes of previous meeting 15 October 2024

To receive and approve the minutes of the previous Finance Meeting on 15 October 2024 (attached). To note that the meetings dated 22.04.25 and 18.02.25 were cancelled due to being non quorate.

5. Matters arising from previous minutes & action items 15 October 2024

Nothing outstanding.

6. To view and discuss Final Budget Financial Monitoring Report to 30.09.25 – Period 6 (copy attached)

- To agree journals to budget headings – see finance report.
- To discuss any 2025/2026 earmarked reserves – see finance report.

7. **To agree the draft Business Plan 2026-2029 – previously circulated**
8. **To note Management Accounts for 2025/2025 financial year and to review and countersign bank statements – see TEAMS**
9. **To note Bank Account Balances at 30.09.25 (see finance report)**
10. **To consider precept for 2026/2027 (see income tab on Business Plan spreadsheet)**
11. **To note Income for 2025/2026 (see Finance Report)**
12. **To review the following policies and documents for approval by Full Council**
 - Finance Investment Strategy 2025/2026 – initially reviewed 06.05.25.
 - Risk Register Assessment Policy 2025/2026 - initially reviewed 06.05.25 (6 monthly review required).
 - To note Transparency Compliance documentation to 30.09.25 – copy attached.
 - To note Interim Audit taking place 12.02.26.
 - To note External Auditors review of 2024/2026 – see finance report.
 - Service Level Agreements 2026/2027 – copy attached.
13. **To agree grant applications**
 - Brent Lodge Wildlife Hospital (new applicant) - request for £500 to provide outdoor educational workshop to residents and centre visitors at the Aldingbourne Country Centre – copy attached.
14. **To review Asset Register and Insurance for 2025/2026 - (copy attached)**
15. **To note CIL receipts and expenditure (copy attached)**
 - To note ADC letter October 25 regarding CIL income for 01.04.25 – 30.09.25.
 - To note CIL Monitoring Report 01.04.24 – 31.03.25 has been submitted to ADC 14.10.25 – copy attached.
16. **To revisit and discuss investment opportunities and agree signatories for online account**
17. **To note the date of the next Finance Meeting.**

Tuesday 18 November 2025, 7.00 pm at Aldingbourne Community Sports Centre.