



Prudhoe Town Council
The Spetchells Centre
58 Front Street
Prudhoe
Northumberland
NE42 5AA

14th November 2023

To all members of the Finance Committee and Ex-Officio

You are hereby summoned to attend the Finance Committee of Prudhoe Town Council, for the purpose of transacting the following business.

Please find as a 'footnote' the items you should expect to be enclosed. If you find that any items are missing, please contact me. If there is anything on the agenda that you would like further information on, or that you are unclear of, please do not hesitate to contact me.

Yours faithfully

Shirley Ann Gaut
Town Clerk

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**AGENDA FOR THE FINANCE COMMITTEE MEETING OF PRUDHOE TOWN COUNCIL
to be held on
MONDAY 20TH NOVEMBER 2023
commencing at 7:00PM
at The Spetchells Centre, Meeting Room 1, Front Street, Prudhoe, NE42 5AA**

The meeting is open to the press and public. Our Risk Assessment requires that anyone who wishes to attend the meeting in person, reads the risk assessment and meeting guidelines in advance.

AGENDA – FINANCE COMMITTEE MEETING OF PRUDHOE TOWN COUNCIL

1. Welcome by Chair

Meeting opened by the Chair, Cllr Chris Cuthbert

2. Apologies for Absence

To receive any apologies for absence.

3. Declarations of Interest

To receive any declarations of interest.

4. Dispensations

To receive and approve any dispensations.

5. Draft Minutes of the Finance and Committee Meeting held on 21 March 2023

To receive and agree as a true record (enc)ⁱ

6. Financial update

To receive reports and raise any questions.

a) Statement of Budget and Expenditure

To receive statement from 1 April 2023 – to date (enc)ⁱⁱ *to follow*

b) Review of Budget and Expenditure

To review the current budget, including projected spending and overspends for the remaining financial year.

7. Banking Arrangements

To consider the Council's current banking arrangement an, including existing authorised signatories and agree setting up additional signatories.

8. Draft Budget 2024/25

To consider and agree a draft budget and precept demand for the year 1 April 2024 – 31 March 2025 in order to present and recommended budget to Full Council.

a) To consider any projects for inclusion in the draft Budget.

b) To consider and agree the Town Council Expenditure Budget for 2024/25.

c) To consider and agree the Budget allocation to General Reserves and Contingency, review sub-headings, and to consider any contingency to be directed elsewhere.

d) Employment costs for 2024/25, Northumberland County Council to advise.

e) To consider the 2024/25 precept demand to be submitted to Northumberland County Council.

9. Internal Auditor

To note that Mrs Susan Saunders has been appointed as the Internal Auditor for the year ending March 2024, and to consider any preparations for the Interim Review.

10. Date of Next Meeting

To agree date of next meeting.

ⁱ Draft Minutes of Finance Committee held 21 March 2023

ⁱⁱ Statement of Budget and Expenditure to date – to follow