



Prudhoe

TOWN COUNCIL

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

23rd October 2025

To all members of the Finance Committee and Ex-Officio

You are hereby summoned to attend a meeting of the Finance Committee of Prudhoe Town Council on Wednesday 29th October 2025 at 7:00pm at The Spetchells Centre, 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

A handwritten signature in black ink, appearing to read 'S. Gaut', is placed below the text 'Yours faithfully'.

Shirley Ann Gaut Hall
Town Clerk

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**AGENDA FOR FINANCE COMMITTEE MEETING OF
PRUDHOE TOWN COUNCIL**
to be held in Room 1, Spetchells Centre, Front Street, Prudhoe
on WEDNESDAY 29TH OCTOBER 2025 at 7:00PM

This meeting is open to the press and public (except for confidential items).

AGENDA

1. Welcome from Chair

Cllr Holly Waddell to welcome everyone to the meeting.

2. Apologies for Absence

To receive apologies for absence.

3. Declarations of Interest

To receive any declarations of interest.

4. Dispensations

To receive and agree.

5. Minutes of the Finance Committee Meeting, held on 7th January 2025

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 2025 – to date (*enc*)ⁱⁱ

b) Review of Budget and Expenditure

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

c) VAT Return

To receive the VAT Return from 1 October 2024 – 31 March 2025 (*enc*)ⁱⁱⁱ

7. Responsible Financial Officer Report

To receive a verbal report from the Responsible Financial Officer (RFO) on items actioned and general information.

8. Asset Register

To review and update Prudhoe Town Council asset register (*enc*)^{iv}

9. Bank Signatories

To review authorised signatories and agree to recommend further signatories be added, including those with online access.

10. Budget Setting for 2026-2027

To outline the procedure for setting the budget for 2026-27 and to provisionally discuss any projects for inclusion in the draft budget.

11. Date of Next Meeting

To agree date of next meeting.

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- i Minutes of Finance Committee Meeting held 7th January 2025
 - ii Statement of Budget and Expenditure
 - iii VAT return 1 October 2024 – 31 March 2025
 - iv Asset Register 2025