



COUNTSTHORPE PARISH COUNCIL
VILLAGE HALL, STATION ROAD, COUNTSTHORPE, LEICESTER. LE8 5TB
Telephone: 0116 277 9518
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Miss J Leech, Parish Council Manager and Clerk of the Burial Board

Finance Working Party

Members of the Finance Working Party are required to attend a meeting on 10th January 2024 in the Village Hall, Station Road, at 10am.

Agenda

1. Apologies for absence, if any
2. To receive disclosures of interest
3. To verify accounts for payment
4. Review budget and expenditure
5. Quarterly Financial Reports as at 31st December 2023
6. Write off of unrepresented cheques at end of 3rd Quarter
7. Draft Budget 2024/2025
8. To discuss the events budget
9. Chairman to sign the on-line bank statements and file with bank reconciliations
10. To review bank reconciliations and bank statements
11. Internal Audit – Year End
12. Investments
13. Grant Aid
14. S106 payment
15. Correspondence
16. Matters arising for information purposes
17. Date of next meeting – 7th February 2024

Parish Council Manager
3rd January 2024