LAYER DE LA HAYE PARISH COUNCIL

NOTICE OF FINANCE APPROVAL COMMITTEE MEETING

Members are duly summoned to attend

MONDAY 13 APRIL 2026, LAYER VILLAGE HALL, 10:00am

Clerk and Responsible Financial Officer: Mark Large

AGENDA

F2627/01 APOLOGIES

a. **RECEIVE** apologies for absence

F2627/02 DECLARATIONS OF INTEREST

b. **RECEIVE** declarations of interest relating to the agenda

F2627/03 MINUTES OF THE PREVIOUS MEETING

a. **RESOLVE** to **APPROVE** minutes (previously circulated) of the previous meeting – *for signature by the Chair*

F2627/04 FINANCE

a. **RECEIVE** and **CONFIRM** bank reconciliation, cashbook and budgets - *for signature by 2 members*.
b. **RECEIVE** and **APPROVE** accounts for payment - *for signature by 2 members*.
c. **RECEIVE** progress report from Clerk and RFO, including budgets update, audit, VAT
d. **RECEIVE** Annual Financial Statement (to be signed in main PC meeting), DRAFT AGAR pre internal audit
e. **RESOLVE** to **APPROVE** the selection of BAA Groundcare for grass cutting 26 to 27 following a procurement process of quotes requested from local area companies
f. **RESOLVE** to **APPROVE** continuation of existing direct debits and standing orders

F2627/05 GOVERNANCE

a. Review Terms of Reference – **RESOLVE** to **APPROVE** any amendments

F2627/06 NEXT MEETING – 11th May 2026 at 10:00**.**

Close of meeting