

**NOTICE OF FINANCE APPROVAL COMMITTEE MEETING**

Members are duly summoned to attend

MONDAY 8 JUN 2026, LAYER VILLAGE HALL, 14:00

Clerk and Responsible Financial Officer: Mark Large

AGENDA**F2627/12 APOLOGIES**

- a. **RECEIVE** apologies for absence

F2627/13 DECLARATIONS OF INTEREST

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

F2627/14 MINUTES OF THE PREVIOUS MEETING

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

F2627/15 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. **RESOLVE** to **RECOMMEND to PC** set up of a BT Redirect for postal mail addressed to Layer de la Haye Parish Council to capture mail and redirect to Clerk & RFO address – requires a budget change which would need to be passed at the main PC meeting
- e. **RESOLVE** to **APPROVE** the extension of Page Computers services for Microsoft licenses and support for 3 years at a fixed price of £218.04 (20% increase but fixed price for 3 years). Page Computers have held the price up to now but cannot avoid passing on price increases, including Microsoft increases in license fees.
- f. Discuss Community360 fee increase from £50 per journey to £80 per journey

F2627/16 NEXT MEETING – 13th July 2026 at 14:00.

Close of meeting