LAYER DE LA HAYE **PARISH COUNCIL**

NOTICE OF FINANCE APPROVAL COMMITTEE MEETING

Members are duly summoned to attend

MONDAY 9 NOVEMBER 2026, LAYER VILLAGE HALL, 14:00

Clerk and Responsible Financial Officer: Mark Large

AGENDA

F2627/41 APOLOGIES

a. **RECEIVE** apologies for absence

F2627/42 DECLARATIONS OF INTEREST

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

F2627/43 MINUTES OF THE PREVIOUS MEETING

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

F2627/44 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
d. **RESOLVE** to **RECOMMEND APPROVAL** to the full parish council meeting the appointment of the independent Internal Auditor
e. **RESOLVE** to **RECOMMEND APPROVAL** to the full parish council meeting the addition of £700.00 to the legal budget line caused by an invoice from Ellisons to the value of £858.00 plus VAT, and the pending invoice from Strutt and Parker for legal fees concerned with the renewal of the Heatherfields Lease estimated to be £1,665 plus VAT, our share being 50% - £832.50 (the contract says we must cover 50% of the cost).

F2627/45 GOVERNANCE

a. Reminder of draft budget setting for 27/28
b. Overpayment of S Priestland (paid twice in same month)
c. **RESOLVE** to **APPROVE** the decision between meetings to purchase a Parish Council mobile and Smarty Mobile air time

F2627/46 NEXT MEETING – 14th December 2026 at 14:00**.**

Close of meeting