



Rear of Village Hall
The Green
Horsted Keynes
West Sussex
RH17 7AP

e-mail: clerk@horstedkeynes-pc.gov.uk
www.horstedkeynes-pc.gov.uk

Finance & Governance Committee – Agenda

22nd November 2024

Members of Horsted Parish Council Finance & Governance Committee are hereby summoned to attend a meeting on **Monday 2nd December 2024 at 4pm** in the Parish Office to transact the following business.

A Maxwell
Anita Maxwell
Parish Clerk

AGENDA

FG035 PUBLIC PARTICIPATION

Members of the public are welcome and encouraged to attend. The first ten minutes of the meeting will be available for the public to express a view or ask a question on relevant matters on the agenda. The public and press are also welcome to stay and observe the rest of the meeting.

FG036 APOLOGIES

To receive apologies for absence.

FG037 DECLARATIONS OF INTEREST

Members are invited to make any declaration of personal or prejudicial interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is to be considered.

FG038 MINUTES

- i. To resolve that the minutes of the F&G Committee Meeting held on 4th November 2024 be taken as read, confirmed as a correct record and signed by the Chairman.
- ii. Matters Outstanding from these minutes (not listed as separate agenda items)



Rear of Village Hall
The Green
Horsted Keynes
West Sussex
RH17 7AP
e-mail: clerk@horstedkeynes-pc.gov.uk
www.horstedkeynes-pc.gov.uk

FG039 RESERVES POLICY

- i. To consider Minimum Reserves Policy and make a recommendation for adoption at the next Full Council meeting.
- ii. To review first draft of financial risks facing the Parish Council as per 2.2.5 of Draft Minimum Reserves Policy
- iii. To consider the addition to the budget for reserves to be recommended to Full Council

FG040 VILLAGE HALL MEETING

To consider feedback from Village Hall Meeting and any addition to the budget requirement for recommendation to Full Council

FC041 BUDGET 2025/2026

To review of projected Year End accounts and Budget recommendations for the approval of Full Council

FC042 MOBILE PHONE

To note update regarding mobile phone for Clerk

FC043 WEBSITE

To consider the requirement website training for the Clerk and Councillors.

FC044 MATTERS ARISING

To note items arising after the preparation of this agenda which the Chairman agrees to take as urgent. Such matters will be for noting or deferral to a future meeting only.

DATE OF NEXT MEETING

20th January 2025 at 10am