

PLEASE NOTE THE CHANGE OF VENUE

PADDOCK WOOD TOWN COUNCIL
The Podmore Building, St Andrew's Road, Paddock Wood, TN12 6HT
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NOTICE OF A MEETING OF THE FINANCE COMMITTEE TO BE HELD on Wednesday 21st June 2023 at the PADDOCK WOOD COMMUNITY CENTRE MAIDSTONE ROAD, at 7.45 p.m.

COMMITTEE MEMBERS: Cllr H Atkins, R. Atkins, M. Munday, N Maari, T. Mobbs,
R. Moon, J Thompson, C. Williams

APOLOGIES

- F1 **DECLARATIONS OF INTEREST**
There were no declarations of interest.
- F2 **MINUTES OF THE PREVIOUS MEETING**
To APPROVE the minutes of the meeting held on Monday 12 December 2022 & 9th January 2023
- F3 **MATTERS ARISING FROM THE PREVIOUS MINUTES**
a) F31.3 - Allotment rents – the Estates committee had met with the allotment managers and rents would be increased to £50/plot from April 2024.
 F33 – Estates Van, The Estates Committee is still trying to source an appropriate van. In the meantime, the Estates Manager will contact Ton Hire to see a larger van was available for use in the meantime.
- b) The Bank Mandate forms have been submitted to Unity Trust Bank & signatories will be contacted by the bank to set up the authorisations. Once all signatories are active a rota will be set up .
- F4 **AUDITORS REPORT**
To consider the attached auditor's report.
- F5 **BUDGET 2023/24**
To note the budget figures to date
- F6 **BANK RECONCILIATION**
To note the bank reconciliation
- F7 **RESERVES**
To note the reserves balance.

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The following item was item was deferred from meeting held on the 9th January 2023, and may exempt from the press and public as it will involve reviewing the Hire Agreement.

- F8 **FEES**
To consider the costs of running the St Andrews Hall and review of the annual rent.
- F9 **DATE OF NEXT MEETING**
The next meeting will be held on Monday 27th November at 7.45 pm.

NICHOLA REAY
Clerk to the Council
14th June 2023