

Agenda

Notice is hereby given that a meeting of **Halstead Parish Council Finance Committee** will be held at The Pavilion, Station Road, Halstead TN14 7DH commencing on **Wednesday 17th September 2025 at 2pm** to transact the under mentioned business, which Councillors are summoned to attend.

Signed: *Helen Pack* (Locum Clerk)
11/09/2025

1. To receive and accept apologies for absence.

2. Declarations of interest.

To receive any disclosure by members of pecuniary and non-pecuniary interests in matter on the agenda.

3. Minutes of previous meetings to be approved and signed: Halstead Parish Council 9th April 2025

4. Public participation forum

Public may use this time to make comment on items on the agenda.

5. Accounts 24/25

- a. To receive the bank reconciliation to 31st August 2025
- b. To review income and expenditure against budget to 31st August 2025

6. 25/26 budget

To request that councillors consider new projects / expenditure for inclusion in the 2025/26 budget for consideration at the November meeting.

7. Banking

To review the bank mandate and agree action if necessary.

8. Scribe

Update on the progress of allotment and hall bookings on Scribe and agree action.

9. Date of next meeting – Wednesday 15th October at 11.30am