

**COUNCILLORS ARE SUMMONED TO A FINANCE AND MANAGEMENT COMMITTEE MEETING AT
2pm ON TUESDAY 11th NOVEMBER 2025 AT THE PARISH CENTRE**

AGENDA

- 1. To receive apologies for absence**
- 2. To hear statements or submission from members of the public**
- 3. To receive Declarations of Interest in items on the agenda**
- 4. To approve the minutes of the meeting held on 21st October 2025**
- 5. To receive the RFO report**
- 6. Health & Safety**
- 7. Training – New Councillor Toolkit and How to be a Better Councillor**
- 8. To approve and resolve previous month's banking**
 - a. To approve and resolve authorised Bank Reconciliations and Petty Cash for October
 - b. To ratify authorised bank payments to 31st October
 - c. To ratify Income Received to 31st October
 - d. To approve and resolve current position of Receipts and Payments Forecast for November
 - e. Receipts and Payments compared with Flexed Budget for October and Reserves Balance
 - f. To approve and resolve Bank Account as at 31st October
- 9. To consider proceeding with a card machine**
- 10. To finalise version 3 Precept figures for 2025-2026 and further 2 yr forecast**
- 11. To consider any Correspondence**
- 12. To note any items for information or referral only**

L Sellars

Signed – Responsible Financial Officer

NOTE: Please query/ask questions of me prior to the meeting to enable answers to be given at the meeting.
Thanks