



This is to inform you that a meeting of the  
**FINANCE & GENERAL PURPOSES COMMITTEE**  
will be held on **Monday 21<sup>st</sup> October 2024**, Lenham Community Centre at 7.30pm

#### Agenda

#### Public Participation

1. To accept apologies for absence.
2. Nominations for substitutions.
3. Declarations of interest on the agenda.
4. In accordance with the Public Bodies (Admission to Meetings) Act 1960, S1, the Council is to determine which items, if any, should be taken with the public and press excluded.
5. Minutes from F&GP Committee meeting held on Monday 23<sup>rd</sup> September 2024
6. RFO Financial report and update on work in progress to include:
  - a. Review payment list for recommendation to full council  
(Details of payments and income to be tabled)
  - b. Current Budget Report (as circulated)
  - c. Bank Reconciliation report for September
  - d. Update on Scribe accounting software
  - e. Update on external audit
  - f. To consider adopting Internal Controls Policy (as circulated)
  - g. Internal Auditor options (as circulated)
  - h. Budget planning 25/26
7. Update on Section 106 & CIL monies due / applications for funds made.
8. To consider grant application from Lenham Christmas Lights Committee for £1000 (as circulated)
9. To consider quote for repairs to the skate ramp for £1080.00 (as circulated)
10. To consider gov.uk website and email options
11. Projects update to include:
  - a. Reconfiguration of public toilets
  - b. CCTV
  - c. Replacement floor at 1A
  - d. Lenham Nursery
  - e. Extension to Maidstone Road car park
12. Correspondence received (for information only)
13. Summary of recommendations to full council

*L Westcott*

Mrs L Westcott  
Clerk to Lenham Parish Council

15<sup>th</sup> October 2024