

Parish Council Members are summoned to the meeting of:

Mayfield and Five Ashes Parish Council Finance and General Purposes Executive

Venue: **Old Manor House, High Street, Mayfield, TN20 6AL**

Date: **Monday 27 November 2023**

Time: **19:30**

Signed

Janna Todd Parish Clerk

Dated

22/11/2023



The Clerk's Office
Old Manor House
High Street
Mayfield
TN20 6AL

Tel: 01435 873784

Email: clerk@mayfieldfiveashes.org.uk

**The public or press are welcome to observe the meeting except for identified confidential items. It is requested that any questions are emailed to clerk@mayfieldfiveashes.org.uk one day in advance of the meeting.*

The meeting may be recorded and a record retained until the minutes are formally adopted

Agenda

Public questions

*Ten minutes is available before the start of the meeting for the public to express a view or ask a question on relevant matters on the following agenda.

- 1. Apologies for absence**
- 2. Declaration of Substitute Members**
- 3. Declarations of interests by members on agenda items**
 - To receive disclosures of personal and prejudicial interests from Councillors on agenda items
- 4. Minutes of the meeting of 23 October 2023 (previously circulated)**
 - Update regarding matters arising and actions from previous meetings
- 5. Financial compliance (information previously circulated)**
 - To receive, approve and sign the Finance Report to 31 October 2023
 - To approve Parish Council expenditure to 31 October 2023
 - To ratify bank account reconciliations and sign bank statements up to 31 October 2023
 - To ratify purchase order of £4,750 exc VAT for MCC elevations and plans
- 6. Mayfield Community Centre (MCC) financial matters**
 - To consider information and make decisions on actions and expenditure as required
- 7. Consideration of the 2024/25 budgets (information previously circulated)**
 - To consider the General Operations Budget 2024-25 v1.4.1 and MCC Budget 2024-25 v1.2
 - To consider required annual reserves for election costs
 - To consider and agree 2024/25 precept recommendation to full Council
- 8. Clerk's remuneration (information previously circulated)**
 - To consider NALC recommended pay agreement increase of £1,925 for level SCP26 backdated to 01 April 2023
- 9. Items from the Clerk (information previously circulated)**
 - To consider approval of £498.40 for fingerpost refurbishment in Newick lane
 - To agree next Committee meeting date
- 10. Items of information and next agenda items**

** To keep everyone safe, please do not attend the meeting if you are feeling unwell or have any Covid symptoms.*