

## STOCKLAND PARISH COUNCIL

You are summoned to a Meeting of the Finance & Staff Committee of Stockland Parish Council to be held in Stockland Victory Hall on Tuesday 22 July 2025 at 7.30pm.

### AGENDA

- 1) **Public Participation Time** (SO 1e & f): 15 minutes in length with each person to speak once only, for no longer than 3 minutes, or shorter, at the discretion of the chairperson.
- 2) **Resolve to exclude members of the press and public:** To agree any items to be dealt with after the public and press have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted [Public Bodies (Admission to Meetings Act) 1960].
- 3) **To record those Present and Apologies for absence;** and to consider whether to approve any dispensations.
- 4) **Declarations of Interest:** Members to declare any interests they have in agenda items that accord with any Disclosable Pecuniary Interest (s31 & 33 of the Localism Act 2011) or Personal/ Prejudicial Interests (Code of Conduct, 2012).
- 5) **Quarter 1 Accounts and Cashbook:**  
Update by the Clerk to the Committee on the Accounts and Cashbook for the first quarter of the current financial year.
- 6) **Quarter 1 Bank Reconciliation:**  
Resolve to accept the bank reconciliation for the quarter provided by the Clerk against the bank statements for the quarter (Chair and Clerk to sign and date the paper version if accepted).
- 7) **Quarter 1 Review of the timesheets and PAYE submission records for the Council entered by the Clerk:**
  - a) Chair to sign off the PAYE submission reports against the timesheets provided by the Clerk.
  - b) Brief explanation of the software used for making submissions on behalf of Stockland PC as an employer using the HMRC software.
- 8) **Update on Claim 583MC231:**
  - a) Update on the 14<sup>th</sup> of July hearing.
  - b) Resolve to submit any further written statements and when to do so.
- 9) **Items of Future Business for the next Agenda:**
- 10) **Confidential Items:** Matters identified under item 3 (above).

D Clay; Clerk, Stockland Parish Council, 18th July 2025