

## **FOUR MARKS PARISH COUNCIL**

**Minutes of the Meeting of the Finance and General Purposes Committee  
Held on Wednesday 23<sup>rd</sup> April 2025 commencing at 6.00pm This meeting was held at Benians Pavilion,  
Four Marks**

<b>MEMBERS PRESENT:</b>	<b>Cllrs Smith (Vice-Chair – in the Chair), McAllister and R Pullen</b>
<b>IN ATTENDANCE:</b>	<b>Louise Steele (Locum Clerk)</b>
	<b>Members of public - None</b>
<b>APOLOGIES:</b>	<b>Cllr Briggs, Gebbett and M Pullen</b>

### **25.10 FGP APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllrs Briggs, Gebbett and M Pullen

### **25.11 FGP OPEN SESSION/PUBLIC PARTICIPATION**

There was no open session there being no members of the public present.

### **25.12 FGP DECLARATIONS OF INTEREST**

No declarations of interest were made.

### **25.13 FGP MINUTES OF THE LAST MEETING**

On the proposal of Cllr R Pullen, which was seconded by Cllr McAllister, and with all Councillors in agreement, it was **RESOLVED** to approve the Minutes of the Finance and General Purposes Committee meeting held on Wednesday 29<sup>th</sup> January 2025 as a accurate record of the meeting and the minutes were duly signed by the Chairman.

### **25.14 FGP FOR DISCUSSION**

#### **25.14.1 2024/25 Financial Year End**

Councillors considered the asset register and other draft reports on the 2024/25 accounts. Some adjustments to the accounts and the year-end figures were suggested including adding new computers to the asset register. The timetable for preparation of the 2024/25 AGAR was discussed – the key date was reported as the Internal Audit scheduled for 19 June 2025. Since this date was the day after the June Full Council date it was agreed that the June Full Council meeting should be deferred to 25 June 2025. This revised date would be included on the meeting schedule to be agreed at the Annual Meeting of Council.

### **25.15. FGP TO NOTE**

**25.15.1 Allotment Association License to Occupy** – an update reporting that the terms of the license are almost agreed was noted.

**25.15.2 License to Occupy for Benians Committee** it was noted that the annual contribution will increase from £6,000 to £7,000

**25.16 FGP NEXT MEETING: TBC (and subsequently confirmed as 18th June 2025)**

**24.17 FGP Meeting closed at 7.12pm**