

RINGMER PARISH COUNCIL

To Members of the Office & Finance Committee

You are hereby summoned to the meeting to be held on

Tuesday 25th August 2026 at 10:00am

In the Parish Rooms, Old School Close, Ringmer, East Sussex, BN8 5RA

Meeting called by: Annie Hazzard – Clerk

Signature: *Annie Hazzard*

Meeting called: 20th August 2026

The Chairman may, at his discretion and at a convenient time in the transaction of business, adjourn the meeting to allow any members of the public to address the meeting. Parishioners and others in attendance are reminded that they must remain silent during the transaction of Council business.

Agenda Items		
1.	Election of Chairman of the Committee for the ensuing year	
2.	To receive apologies for absence	
3.	Declarations of Interest: Disclosure by Councillors of their personal interests regarding matters on the agenda, and whether the councillor regards their interest as prejudicial under the terms of the Code of Conduct.	
4.	To receive written requests for dispensation for the ensuing year	
5.	To approve the minutes from the Office and Finance Committee meeting held on 23rd April 2026.	ALL
6.	Public questions or comments relating to items on this agenda This item shall last not more than 15 minutes or at Chairman's discretion and no contribution shall last more than 3 minutes.	
7.	If the Committee wishes to exclude the public for a particular agenda item, the following resolution must be passed: 'That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.'	
8.	Clerk's Report - To note.	ALL
9.	Finance Matters	
9.1	To receive and agree the latest Income and Expenses Statement	ALL
9.2	To receive and sign the latest bank reconciliation	ALL
9.3	To receive the Earmarked Reserves Statement and consider any movement. See Clerk's report	ALL
9.4	To receive the CIL Balance and consider any CIL funding for Council spending. See Clerk's report	ALL
9.5	To review existing CIL earmarked reserves and consider any recommendations for approval by Full Council.	ALL
9.6	To receive the latest VAT Return	ALL
9.7	To undertake the annual review of the list of regular payments and consider any recommendations for approval by Full Council.	ALL
10.	Grant Applications	
10.1	S137 Parish Grant Fund Applications: a. Ringmer Dramatic Society - £500	ALL
10.2	CIL Grant Applications: None received.	ALL
11.	Other Matters	
11.1	To review the current Bank Signatories and consider any recommendations for approval by Full Council.	ALL
12.	To consider any other financial matters that cannot be held over to the next agenda at the Chairman's discretion	ALL
13.	Items for inclusion on the next agenda	ALL

THE PUBLIC AND THE PRESS HAVE A RIGHT AND ARE WELCOME TO ATTEND

Date of Next Meeting in the Parish Rooms:

26th November 2026 @ 10.00am