RINGMER PARISH COUNCIL

To Members of the Office & Finance Committee
You are hereby summoned to the meeting to be held on
Thursday 26th November 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 November 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.	**To receive apologies for absence**	
2.	**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.	
3.	**To receive written requests for dispensation for the ensuing year**	
4.	**To approve the minutes from the Office and Finance Committee meeting held on 25th August 2026.**	ALL
5.	**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.	
6.	**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.'	
7.	**Clerk's Report -** To note.	ALL
8.	**Finance Matters**	
8.1	To receive and agree the latest Income and Expenses Statement	ALL
8.2	To receive and sign the latest bank reconciliation	ALL
8.3	To receive the Earmarked Reserves Statement and consider any movement. See Clerk's report a) To consider increasing EMR – Community Asset Renewal and Repair (321) b) To consider increasing EMR – Office Equipment Replacement (323)	ALL
8.4	To receive the CIL Balance and consider any CIL funding for Council spending. See Clerk's report	ALL
8.5	To review existing CIL earmarked reserves and consider any recommendations for approval by Full Council.	ALL
8.6	To receive the latest VAT Return	ALL
8.7	To review the current banking arrangements and to consider allocation of funds to enhance interest / investment growth.	ALL
9.	**Budget preparation for 2027/2028**	
9.1	To consider expenditure for inclusion in the 2027/28 budget. See Budget Report	ALL
9.2	To consider a total budget amount to recommend to Full Council	ALL
9.3	To consider the Precept amount to recommend to Full Council. See Clerk's Report	ALL
10.	**Grant Applications**	ALL
10.1	S137 Parish Grant Fund Applications: a) Monday Club Donation - £179.22 b) Ringmer Primary School PATINA fund – max £500	ALL
10.2	CIL Grant Applications: None received	ALL

11.	**Other Matters - None**	ALL
	To consider recommending to Full Council delegating authority to the Clerk to: a) deposit NCIL funds received from LDC in a suitable existing savings account, so they earn interest until consideration at the next meeting. b) periodically top up the Barclays BPA account to £50k from one of the shorter-term savings accounts, reporting each transfer to the next Full Council meeting.	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:
28th January 2027 @ 10.00am