



Highley Parish Council

Severn Centre, Bridgnorth Road, Highley, Nr. Bridgnorth WV16 6JG Email: clerk@highleyparish.gov.uk Phone: 07496 821159

To: All members of the Revenue & Resources Committee, The Public and Press

You are summoned to attend a meeting of the **Revenue & Resources Committee** to be held at the **Highley Parish Council Office** at **6.30pm on Tuesday 28th July 2026** for the transaction of business as set out below.

A. Palmer

Alison Palmer Clerk to Highley Parish Council

Revenue & Resources Committee Agenda

Tuesday 28th July 2026 – 6.30pm

01. Apologies for Absence

To receive any apologies for absence. **Power:** Local Government Act 1972, s.85

02. Declarations of Interest

To receive declarations of any disclosable pecuniary or other registerable interests in matters on the agenda. Members are reminded of their obligation to leave the room during discussion and voting where such interests exist. **Power:** Localism Act 2011, s.31

03. Parishioners Question Time

Electors of the parish may ask questions relating to items on the agenda. Questions relating more generally to Council business should be submitted in advance. **Power:** Public Bodies (Admission to Meetings) Act 1960 [**Clerk's Note: Up to 15 minutes; each question limited to 3 minutes**]

04. Minutes

To review the minutes of the Revenue & Resources Committee Meeting dated **Tuesday 28th April 2026**.

Power: Local Government Act 1972, Schedule 12, Paragraph 41(1)

05. Quarterly Accounts – Q1 Review

To review spending and the first quarterly accounts against budget. Members are requested to analyse expenditure over Q1 in preparation for budget setting in November. **Power:** Local Government Act 1972, s.151; Accounts and Audit Regulations 2015

06. Bank Reconciliation Review

To check bank statements against reconciliations for Quarter 1. **Power:** Local Government Act 1972, s.151

07. VAT Claim Review

To check the VAT claim for Quarter 1. **Power:** Value Added Tax Act 1994; Accounts and Audit Regulations 2015

08. Any Other Financial Matters

To consider any additional financial matters relevant to the quarterly review. **Power:** Local Government Act 1972, s.111

09. Date of Next Meeting

To agree the date of the next quarterly meeting, scheduled for **October 2026 (Q2 Accounts)**. **Power:** Local Government Act 1972, Schedule 12, Paragraph 23