

Easebourne Parish Council

Minutes of the Finance Committee Meeting held at 7.30pm on Wednesday 2nd May 2018,
in the ground floor room of the Refectory (behind St Mary's Church, Easebourne)

Present: J Hines (JH), D King (DK)

In attendance: S Hurr (SH) Clerk to the Parish Council

1 Public Question Time: No members of the public present.

2 Apologies and Reasons for Absence: T Baker (TB) and J Galego (JG) due to work commitments.

As the meeting was not quorate:

- a) The monthly payments were completed (all within previous full Parish Council approval with exception of the Greenscape invoice which is pending the signature of the contractor on the new agreement for 2018/19). See below.
- b) It was proposed that two policies (Request for Funding {RFF} Procedure, and Purchase Requisite Procedure) would be taken to full Parish Council for approval.
- c) It was proposed that the RFF and Purchase Requisite for the repair/replacement of the broken stone plaque was taken to full Parish Council rather than await for the next Finance Committee meeting.

M Noble stamps	£6.96	Approved
WSALC/NALC Subscription	£603.29	Approved
SSALC Magazine Subscription	£17.00	Approved
St Mary's PCC Hall Hire (March)	£50.00	Approved
S Hurr Ring Binders (2)	£4.00	Approved
S Hurr Folder Dividers	£2.00	Approved
S Hurr Parish Phone	£51.00	Approved
S Hurr Notebook	£2.00	Approved
KerryType Printing Village Meeting Leaflets	£45.47	Approved
R.S.Hall & Co. Internal Audit	£360.00	Approved
Greenscape Grass Cutting	£432.00	Awaiting Signed Agreement
Clerk Salary (April)	Undisclosed	Approved
Clerk Home as Office (April)	£20.00	Approved
Clerk Pension (April)	Undisclosed	Approved
HMRC Payment (April)	Undisclosed	Approved

The meeting will be re-scheduled if possible or items postponed until the next Finance Committee meeting to be held on Wednesday 6th June 2018.

Meeting closed at 7.50pm

Signed by Finance Committee Chairman:Date: