

Easebourne Parish Council

Finance Committee

Minutes of Meeting held at 7.30pm on Wednesday 1st August 2018, in the Refectory (behind St Mary's Church, Easebourne)

Present: J Galego (JG), D King (DK), Colin Sanderson (CS),

In attendance: M Noble (NM) taking minutes in absence of the Clerk

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

2 Apologies and Reasons for Absence: T Baker (TB), A Keeling (AK), S Hurr (SH), all due to holiday

3 Declarations of Interest: None

4 Minutes – The minutes of 4th July 2018 were agreed and signed.

5 Actions carried forward: DK to organise a meeting to discuss and revise Financial Regulations

Action: DK to organise a meeting to revise Financial Regulations.

6 Finance Report Review

- a) SH currently in the process of obtaining invoices from Playsafe Playgrounds.
- b) An application has been submitted for New Homes Bonus to Chichester District Council for £12,536. The outcome of the application will be announced by the end of September.
- c) District Councillor Francis Hobbs (FH) is discussing the potential for CIL and Section 106 funds.

Action: MN and SH to discuss further with FH

- d) No further grants are due at this time, but further income may be forthcoming from the Church Fete Tombola stall.

Payments were agreed as follows:

M. Noble, Items for Easebourne Park Project Office	£14.24	Approved
M. Noble, Items for Easebourne Park Project Office	£9.99	Approved
M. Noble, Items for Easebourne Park Project Office	£5.87	Approved
M. Noble, postage of Public Works Loan Board forms	£6.50	Approved
St Marys Parochial Church Council, hire of Refectory (June)	£40.00	Approved
S. Hurr, postage of Public Works Loan Board Direct Debit form	£1.77	Approved
Kent, Sussex and Surrey Air Ambulance Grant	£150.00	Approved
Came & Company, renewal of Insurance Policy	£526.30	Approved
West Sussex County Council (WSCC), street lighting contribution	£1,369.08	Approved
M. Noble, Printing of Easebourne Park Opening Event Leaflet	£59.50	Approved
S. Hurr, Parish Phone (June)	£25.50	Approved
Wildwood UK, Installment 3 of payment for play equipment	£22,053.86	Approved
S. Hurr, postage of signed Licence to WSCC for use of rooms	£2.11	Approved
S. Hurr, postage of Registers of Interests	£0.79	Approved
Playsafe Playgrounds, Installment 3 of payment for play equipment	£8,904.54	Approved
Clerk Salary (July)	Undisclosed	Approved
HMRC Payment (July)	Undisclosed	Approved
Clerk Pension (July)	Undisclosed	Approved
Clerk Home as Parish Office (July)	£20.00	Approved

- e) Asset Register: The new equipment in Easebourne Park will need to be added to the Asset Register.

Action: SH to discuss the value to the new assets with Councillor Ian Milne and add to register

7 Forecast Spend: No Requests for Funding forms received or unknown forecasted spend

8 Budget Review: No proposed changes

9 Proposals to Parish Council: None.

10 To note: JG attending Home Start AGM

11 Next Meeting Date:

7.30pm, 5th September 2018
The Refectory (behind St Mary's Church)

Meeting closed at 8.08pm

Signed by Finance Committee Chairman:Date: