

Easebourne Parish Council
Finance Committee
Minutes of Meeting held at 7.30pm on Wednesday 5th June 2019,
in the Refectory (behind St Mary's Church, Easebourne)

Present: A Keeling (AK), M Noble (NM), C Sanderson (CS)

In attendance: Clerk S Hurr (SH)

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

2 Apologies and Reasons for Absence: Cllrs T Baker and J Galego due to family commitments.

3 Declarations of Interest: None

4 Minutes: The minutes of 1st May 3rd 2019 were agreed and signed.

5 Review of Actions (from last meeting):

Action: CS has experienced issues with Barclays Bank and is therefore still in the process of becoming a signatory on the bank account and this action will be carried-over to the next Finance Committee meeting.

6 Finance Report Review:

- a) Report on previous month spend, cash flow and spend approvals: Payments were discussed and signed for authorisation by the Chairman.

Payments were agreed as follows:

Pro-Tec Park Security, Invoice 9471	£90.00	Approved
St Mary's PCC, Room Hire, Invoice 09/19	£50.00	Approved
Midhurst Local, Leaflet Delivery, Invoice 7225	£26.00	Approved
Pro-Tec Park Security, Invoice 9539	£90.00	Approved
I Milne, Amazon, water usage measure, Invoice 106020932	£23.90	Approved
S Hurr, Sainsbury's File Dividers	£2.00	Approved
S Hurr, Sainsbury's Notebook	£2.00	Approved
Midhurst Local, Leaflet Delivery, Invoice 7467	£26.00	Approved
R.S.Hall & Co. Internal Audit and Payroll, Invoice 4471	£360.00	Approved
S Hurr, Home Bargains Children's Stamps for School Fete	£1.99	Approved
SSALC Subscription LCR Mag, Invoice 13029	£17.00	Approved
S Hurr, Parish Phone (May)	£26.13	Approved
WSCC, VAS Maintenance, Invoice 8001376634	£1,020.00	Approved
Glasdon, Picnic Tables, Invoice S1775006	£2,555.17	Approved
Wybone, Dog Bags, Invoice 9598	£55.50	Approved
Play Inspection Co., Training - W. Burkinshaw, Invoice 36223	£360.00	Approved
I Milne, Printer Ink, Invoice 127856338	£21.59	Approved
Clerk Salary (May)	Undisclosed	Approved
HMRC Payment (May)	Undisclosed	Approved
Clerk Pension (May)	Undisclosed	Approved
Clerk Home as Parish Office (May)	£20.00	Approved

- b) Receipts:

£2.22 Repayment of overpayment S Hurr

£1,440.65 VAT Claim

£10,000 Donation from Boltini Trust

Total £11,442.87

MN explained he had attended a New Homes Bonus surgery and will work on an application for submission with Cllr I Milne, which will be looked upon more favourably if the Parish Council is able to contribute towards the chosen project, which will focus on the construction of a shelter within Easebourne Park.

Action: MN and IM to prepare New Home Bonus application.

MN also confirmed there is no further information regarding Community Infrastructure Levy funds at this time.

- c) Asset Register: Has been updated to include the bins, dog bag dispensers and new picnic benches in Easebourne Park, which increase the insurance premium by £16.90 p.a.

7 Forecast Spend:

- a) Sub-committee/Working Parties forecasts (including RFFs)

One Request for Funding (RFFs) form had been received regarding the replacement of the southbound bus shelter and the refurbishment of the northbound bus shelter on A272 near Conifers School. The favoured and most cost-effective quotation is from Darren Rolfe and his volunteer team from WSCC at the cost of £3,800, and the committee agreed this quotation should be accepted.

Action: JG to confirm with Darren Rolfe that the Parish Council wish to accept his quotation for the replacement of one bus shelter and refurbishment of the other bus shelter on the A272 near Conifers School.

- b) Review requests for grants/funding and actions:

One request for a grant had been received from MADhurst, and it was agreed to provide a grant of £250.

Action: SH to pay MADhurst £250.

SH explained that communication had been received from a resident regarding the mile stone on the bridge, asking if this could be refurbished and offering a sum of funding towards it. Guy Goodens the stone mason had provided a quotation of £421 excluding VAT.

Action: SH to contact resident regarding the quotation and explain that the Parish Council do not currently have the funds to allocate to this work, but may be able to reconsider this situation later in the year.

8 Proposals to Parish Council: None

9 Next Meeting Date: 7.30pm, 3rd July 2019, in the Refectory

Meeting closed at 8.01pm

Signed: _____ Date: _____
Chairman

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