



## Easebourne Parish Council

### Finance Committee

Minutes of Meeting held at 7.00pm on Wednesday, 3<sup>rd</sup> March 2021

Held virtually via Zoom

**Present:** T Baker (TB), J Galego (JG), A Keeling (AK), M Noble (MN), C Sanderson (CS)

**In attendance:** Parish Clerk S Hurr (SH)

- 1 Public Question Time:** No members of the public were present, or questions received.
- 2 Apologies and Reasons for Absence:** No apologies received and all present.
- 3 Declarations of Interest:** None.
- 4 Minutes of 3<sup>rd</sup> February 2021:** Agreed as a correct record (to be signed by the Chairman when in person meetings resume).

**Action completed:** Cllr Milne has applied for draw down from the allocated Community Infrastructure (CIL) funds for the tree sculptures, confirmation from South Downs National Park has been received by SH, and funds should be received shortly.

#### 5 Finance Report Review:

- a) Report on previous month spend, cash flow and spend approvals: Payments were discussed and authorisation agreed (to be signed by the Chairman when in person meetings resume) as follows:

Pro- Tec Security Inspections for Easebourne Park – Invoice 10791	£93.00	Approved
Pro- Tec Security Inspections for Easebourne Park – Invoice 10863	£90.00	Approved
S Hurr, Parish Phone (January)	£26.51	Approved
Nathan Blatherwick, Tree Sculptures, Invoice 78	£350.00	Paid
Clerk, Salary (February)	Undisclosed	Approved
Clerk, HMRC (February)	Undisclosed	Approved
Clerk, Pension (February)	Undisclosed	Approved
Clerk Parish Office (February)	£20.00	Approved
Nathan Blatherwick, Tree Sculptures, Invoice 80	£300.00	Approved

Bank Accounts @ 26 <sup>th</sup> February 2021	
Community	£39,778.37
Reserve	£ 4,004.21
Grants	£13,246.00
Total	£57,028.58

- b) Income review and opportunities (NHB, Grants, Events, CIL) Receipts:

£11,120.05 (NHB 2020/21) and £1,525.00 (to balance account due to an over calculation) transferred from Community Account to Grants Account.

£8,761.25 (CIL funding for Park Noticeboard and Tree Removal exc. VAT) transferred from Grants Account to Community Account.

SH reported that the precept request allocation had been confirmed by Chichester District Council.

- c) Asset Register: Currently up to date.

#### 6 Forecast Spend:

- a) Sub-committee/Working Parties forecasts (including Request for Funding forms): Cllr Milne is working on an RRF for resolving the surface compaction issue in Easebourne Park by hiring a contractor to use a 'Verti-Drain' machine, and the completed form will be submitted at the next full Council meeting on 10<sup>th</sup> March 2021.
- b) Review requests for grants/funding and actions: None.

**7 Proposals to Parish Council:** None

**8 Next Meeting Date:** 7.00pm 7th April 2021 (to be held virtually)

Meeting closed at 7.16pm

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman