A picture containing night sky

Description automatically generated

**Easebourne Parish Council**

**Finance Committee**

**Minutes of Meeting held at 7.00pm on Wednesday 1st September 2021**

**in the Old Library, Knockhundred Row, Midhurst**

**Present:** T Baker (TB), M Noble (MN), D Pack (DP), 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:**  Councillor A Keeling was unexpectedly held up by traffic on the homeward journey from a work commitment.

**3 Declarations of Interest:** None.

**4** **Minutes of 4th August 2021**: The minutes were agreed as a correct record and signed.

**5 Finance Report Review:**

1. Report on previous month spend, cash flow and spend approvals: SH reported that a tax rebate is due this month in the clerk’s salary. Following discussion regarding the monthly parish phone billing, which is shortly due to increase, TB volunteered to seek a lower cost option.

**Action:** TB to investigate a lower mobile phone tariff.

Authorisation of the payments was agreed and signed as follows:

|  |  |  |
| --- | --- | --- |
| Came & Company Insurance Brokers, Annual Policy 2021-2022 | £1,316.85 | Approved |
| Park Security – Invoice PSM 11138 | £72.00 | Approved |
| St Mary’s PCC, The Refectory Hire – Invoice 12/21 | £50.00 | Approved |
| Greenscape, Grass Cutting, Play Equipment Inspection and Weed Kill – Invoice 268 | £822.00 | Approved |
| Midhurst Green Volunteers Grant | £242.50 | Approved |
| Julian Quail, Locum Clerk duties | Undisclosed | Approved |
| Nicholas Clarke, Magic Show in The Roundhouse | £150.00 | Approved |
| S Hurr, Vodafone (August), Mobile Phone Contract | £26.94 | Approved |
| M Noble Chalk A Board and Liquid Chalk Pens | £45.48 | Approved |
| Rialtas Business Solutions, Finance Software Annual Support and Maintenance – Invoice SM23971 | £148.00 | Approved |
| Friends of Easebourne Parish, New Homes Bonus funds to be returned | £78.15 | Approved |
| M Noble, Drinks for Picnic in the Park | £181.36 | Approved |
| M Noble, Payment for Charles Beckerson – Music for Picnic in the Park | £150.00 | Approved |
| M Noble, Payment for Ellie Baker – Music for Picnic in the Park | £75.00 | Approved |
| S Hurr, Children’s Tombola items for Picnic in the Park | £47.94 | Approved |
| S Hurr, Travel to Picnic in the Park | £14.40 | Approved |
| Clerk, Salary (August) | Undisclosed | Approved |
| Clerk, Pension (August) | Undisclosed | Approved |
| Clerk Parish Office (August) | £20.00 | Approved |
| Greenscape, Grass Cutting and Play Equipment Inspection– Invoice 269 | £894.00 | Approved |

**Receipts:**

Donation from Birthday House Knitting Group - £172.00

Donation from DeLuca Ice Cream Van (Picnic in the Park) - £95.00

Children’s Tombola - £120.50 (Cost £47.94 = profit £72.56)

**Bank Account** Balances (31st August 2021):

Bank Accounts - Community = £ 16,111.77

Reserve = £ 36,004.69

Grants = £ 23,435.01

Total £ 75,551.47

1. Income review and opportunities (NHB, Grants, Events, CIL) MN reported he was continuing to work on the New Homes Bonus application.
2. Asset Register: The Chalk A Board has been added to the Asset Register.
3. **Forecast Spend:**

1. Sub-committee/Working Parties forecasts (including Request for Funding forms): None received.
2. Review requests for grants/funding and actions**:** Request for £250 received from

Friends of Easebourne Parish, which was proposed by TB, seconded by DP and agreed by all present.

**Action:** SH to organize £250 payment to Friends of Easebourne Parish.

1. **Proposals to Parish Council:** None
2. **Next Meeting Date:** 7.00pm 6th October 2021 in Easebourne CE Primary School, Wheelbarrow Castle, Easebourne.

Meeting closed at 7.34pm

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

Chairman