



Easebourne Parish Council

**Finance Committee
Minutes of Meeting held at 7.00pm on Wednesday 6th October 2021
in Easebourne CE Primary School**

Present: T Baker (TB), A Keeling, 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:** None, all present.
- 3 Declarations of Interest:** DP regarding the St Mary's PCC, Burial Ground Contribution, due to his membership of St Mary's Church.
- 4 Minutes of 1st September 2021:** The minutes were agreed as a correct record and signed.
- 5 Finance Report Review:**
 - a) Report on previous month spend, cash flow and spend approvals: AK sought clarification regarding the purchase of 'Dog Gloves', MN confirmed that these were to replenish the dispensers of dog bags in Easebourne Park and that this cost provided a large number of bags (2,400).

Authorisation of the payments was agreed and signed as follows:

Pro-Tec Park Security – Invoice PSM 11209	£81.00	Approved
St Mary's PCC, The Refectory Hire – Invoice 18/21	£25.00	Approved
JRB Enterprise Ltd, Dog Gloves – Invoice 22992	£98.70	Approved
S Hurr, Vodafone (September), Mobile Phone Contract	£26.94	Approved
Moore, External Audit – Invoice 307913	£480.00	Approved
M Noble, Chairman's Honorarium	£50.00	Approved
St Mary's PCC, Burial Ground Contribution	£1,000	Approved
Clerk, Salary (September)	Undisclosed	Approved
Clerk, Tax (September)	Undisclosed	Approved
Clerk, Pension (September)	Undisclosed	Approved
Clerk Parish Office (September)	£20.00	Approved
Greenscape, Grass Cutting Services – Invoice 270	£1,218.00	Approved

Receipts:

06/9/2021 Reserve Account interest = £0.90
06/9/2021 Grants Account interest = £0.59
17/9/2021 Precept second tranche from Chichester District Council = £33,309.00
17/9/2021 (Banked) Donation from Birthday House Knitters Group = £172.00
17/9/2021 (Banked) Tombola (Picnic in the Park) = £120.50

Bank Account Balances (30th September 2021):

Bank Accounts -	Community =	£ 55,482.68
	Reserve =	£ 36,005.90
	Grants =	<u>£ 23,435.60</u>
	Total	<u>£114,924.18</u>

- b) Income review and opportunities (NHB, Grants, Events, CIL) MN reported the Parish Council had received confirmation that it would be given £13,446 New Homes Bonus Grant which will be utilised for part of the construction costs of the Park Public Conveniences and Kiosk. SH confirmed that she had written to Du Luca Ice Cream and Birthday House Knitters Group to thank them for their donations (and to Mr M^{ac}Donald-Lawson to thank him for organising the Picnic in the Park, Dog Show). TB thanked SH for organising the Tombola for the Picnic in the Park event
- c) Asset Register: Up to date.

6 Forecast Spend:

- a) Sub-committee/Working Parties forecasts (including Request for Funding forms): None received.
- b) Review requests for grants/funding and actions: SH explained that she had been contacted by a resident with regards to concerns regarding the upkeep of the Burial Ground at Glaziers Lane. Following a discussion on this matter, it was agreed that contact should be made with Rev Cannon Welsman, to make an offer from the Parish Council for a cut of grass and hedges in addition to the annual grant.

Action: SH to contact Rev Cannon Welsman regarding the offer of a cut of grass and hedges in the Burial Ground.

7 Proposals to Parish Council: None

8 Next Meeting Date: 7.00pm 3rd November 2021 in Easebourne CE Primary School, Wheelbarrow Castle, Easebourne.

Meeting closed at 7.16pm

Signed: _____ Date: _____
Chairman