



**Easebourne Parish Council**

**Finance Committee**

**Minutes of Meeting held at 7.00pm on Wednesday 6<sup>th</sup> July 2022  
in Easebourne CE Primary School**

**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:** Cllr Grimsey Roberts due to attending an environmental meeting with neighbouring Parish Councils.

**3 Declarations of Interest:** None.

**4 Minutes of 1<sup>st</sup> June 2022:** 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.

Authorisation of the payments was agreed and signed as follows:

JRB Enterprise Ltd, Dog Gloves - Invoice 24032	£165.00	Approved
Greenbank Design, Drawings for Park Public Conveniences – Invoice AoW01	£700.00	Approved
Rotherhill Nurseries & Garden Centre, Jubilee Fruit Trees	£550.00	Approved
Information Commissioner's Office, Annual Fee	£35.00	Approved
West Sussex County Council - Street Lighting Contribution – Invoice 8001617154	£1,534.33	Approved
Window Flowers - Watering Planters - June to September 2022 – Invoice 47499	£595.00	Approved
Greenscape - Park Inspection and Grass Cutting – invoice 275	£864.00	Approved
IONOS - Webmail Account – Webmail Account – Invoice 2031668648	£7.19	Approved
Parish Phone (June)	£16.39	Approved
Clerk, Salary (June)	Undisclosed	Approved
WSCC, Clerk Pension June	Undisclosed	Approved
Clerk, Parish Office (June)	Undisclosed	Approved
To You Loos, Portaloo for Park – Invoice 22/0536	£192.00	Approved

**Receipts:**

6/6/2022 Grants Account – Interest = £3.66

6/6/2022 Reserves Account – Interest = £2.71

28/6/2022 Community Account - St Mary's Church payment for Jubilee Tree = £100.00

**Bank Account Balances (30<sup>th</sup> June 2022):**

Bank Accounts -	Community =	£ 56,879.63
	Reserve =	£ 36,010.10
	Grants =	£ 53,624.79
	Total	<u>£146,514.52</u>

TB sought clarification regarding the allocation in the budget for the street lighting contribution, which was confirmed by the Chairman as £1,330, therefore the relevant invoice amount was less than the allocation.

The cost of watering the flowers was discussed and when watering began (*confirmed post meeting as 16<sup>th</sup> June 2022*).

The £110 cost of funding the Nick Clark magic show to take place in The Roundhouse as part of the MADhurst festival was agreed.

- a) Income review and opportunities (NHB, Grants, Events, CIL): None
- b) Asset Register: Currently up to date.

**6) Forecast Spend:**

- a) Sub-committee/Working Parties forecasts (including Request for Funding forms):  
Three RFFs had been submitted by Cllr Milne.

The first was in relation to the hire of portloos for the park for the Summer, and the recommended quotation from To You Loos was proposed by MN, seconded by TB and agreed by all.

The second was for the addition of a CCTV camera in the park, and the recommended quotation from Scanstation Computers Ltd was proposed by TB, seconded by DP and agreed by all.

The third was for the purchase of Defibrillation batteries, and the recommended quotation from Defibwarehouse was proposed by TB, seconded by DP and agreed by all.

- b) Review requests for grants/funding and actions: None received

**8 Proposals to Parish Council: None.**

**9 Next Meeting Date: 7.00pm, 3<sup>rd</sup> August 2022 in Easebourne CE Primary School, Wheelbarrow Castle, Easebourne.**

Meeting closed at 7.37pm

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