



## Easebourne Parish Council

### Finance Committee

#### Minutes of Meeting held at 7.00pm on Wednesday 5<sup>th</sup> October 2022 in Easebourne CE Primary School

**Present:** M Noble (MN), D Pack (DP), Chairman 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 a personal commitment and Cllr Baker due to a work commitment.
- 3 Declarations of Interest:** None.
- 4 Minutes of 7<sup>th</sup> September 2022:** The minutes were agreed as a correct record and signed.

**Carryover Action:** TB to research the provision of PAT testing and safety testing of electrical installation in The Roundhouse.

**Carryover Action:** SH to transfer £1,000 from the Reserves Bank Account to the Community Account for PEG projects and update financial software accordingly.

#### **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:

M Noble – Bags for Tombolas	£28.93	Approved
M Noble – Refreshments for Picnic in the Park	£122.95	Approved
M Noble – Yukon Base Music for Picnic in the Park	£150.00	Approved
Wetton Cleaning Services – Cleaning of Temporary Toilet	£569.52	Approved
S Hurr - Flowers for the late Queen Elizabeth II	£12.50	Approved
Moore – External Audit	£480.00	Approved
S Hurr - Parish Phone – September	£16.39	Approved
IONOS – Webmail Account – September	£7.19	Approved
M Noble – The Notebook, clipboards for SpeedWatch	£12.00	Approved
Midhurst Town Council – Contribution to Platinum Jubilee Event	£1,000	Approved
Midhurst Green Volunteers – Purchase of Bulbs	£20.00	Approved
St Mary's Church PCC – Burial Ground Grant	£1,500	Approved
M Noble – Chairman's Honorarium (first tranche)	£60.00	Approved
Clerk – Salary (September)	Undisclosed	Approved
WSCC – Clerk Pension (September)	Undisclosed	Approved
Clerk – Parish Office (September)	Undisclosed	Approved
Greenscape - Grass cutting – Invoice 278	£720.00	Approved

**Receipts: Community Account:**

Chichester District Council Precept, second tranche £33,334.00  
Sharon Hurr, (received as cash) Tombola Proceeds = £171.70  
Sharon Hurr, (received as cash) Du Luca Ice Cream Donation = £60.00  
Girl Guides, Jubilee Tree = £160.00

Grants Account: Interest = £16.53

Reserves Account: Interest = £11.21

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

Bank Accounts -	Community =	£ 67,494.36
	Reserve =	£ 40,521.31
	Grants =	£ 53,641.32
	Total	<u>£161,656.99</u>

MN sought clarification regarding the approval of agreement to pay Midhurst Town Council £1,000 towards to the joint Jubilee Event held on 4<sup>th</sup> June 2022. It was proposed by MN and seconded by DP, agreed by all present and **resolved** that formal approval for this contribution was given at this meeting.

- b) Income review and opportunities (Grants, Events, CIL): None
- c) Asset Register: Currently 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: None received

**7 Proposals to Parish Council:** Draft budget for 2023-24 to be presented.

**8 Next Meeting Date:** 7.00pm, 2<sup>nd</sup> November 2022 in Easebourne CE Primary School, Wheelbarrow Castle, Easebourne.

Meeting closed at 7.24pm

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