



**Easebourne Parish Council**

**Finance Committee  
Minutes of Meeting held at 7.00pm on Wednesday 1<sup>st</sup> February 2023  
in Easebourne CE Primary School**

**Present:** M Noble (MN), D Pack (DP), Chairman C Sanderson.

**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 T Baker and Cllr E Grimsey Roberts due to personal commitments.
- 3 Declarations of Interest:** None.
- 4 Minutes of the last meeting:** The minutes of the last meeting held on 4<sup>th</sup> January 2023 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.

**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:

Easebourne CE Primary School, invoice 190123 Hall Hire	£96.00	Approved
S Hurr - Parish Phone – January	£16.39	Approved
Public Works Loan Board – Loan Payment	£1,266.18	Approved
IONOS – Webmail Account – January	£7.19	Approved
M Noble – Newsletter Printing reimbursement	£98.32	Approved
Midhurst Local – Newsletter Delivery, invoice 9674	£31.00	Approved
Clerk – Salary (January)	Undisclosed	Approved
HMRC Tax (January)	Undisclosed	Approved
WSCC – Clerk Pension (January)	Undisclosed	Approved
Clerk – Parish Office (January)	Undisclosed	Approved

**Receipts:** None

**Bank Account Balances (31<sup>st</sup> January 2023):**

Bank Accounts -	Community =	£ 48,266.82
	Reserve =	£ 39,543.52
	Grants =	£ 59,351.63
	<b>Total</b>	<b><u>£147,161.97</u></b>

- b) Income review and opportunities (Grants, Events, CIL): MN explained that he will discuss potential resubmission of the previous Community Infrastructure Levy (CIL) funding application regarding the proposed ramp into Easebourne Park from Wheelbarrow Castle, with Cllr A Thomas. MN added that two comments had been received from South Downs National Park in response to the previous submission suggesting gaining planning permission for the works prior to submission would be welcomed and that it may be more suitably considered alongside future development within the village. MN proposed the application should be resubmitted, which was seconded by CS and agreed by DP.

**Action:** MN to discuss resubmission of CIL funding application with Cllr Thomas and resubmit application for Easebourne Park ramp.

- c) Asset Register: Currently up to date

## 6 Forecast Spend:

- a) Sub-committee/Working Parties forecasts (including Request for Funding forms): Following on from the discussion at Community and Environment Committee, it was further debated as to whether a temporary toilet should be hired during the Easter school holiday for Easebourne Park, as the installation of the permanent facility had been delayed. It was proposed to fund the temporary toilet by CS, seconded by MN and agreed by DP.

**Action:** CS to confirm hire of temporary toilet with Cllr Milne.

The Committee also agreed the revised invoices provided by Cllr Milne regarding the toilet construction and reroofing of the Round House.

MN confirmed that Cllr J Galego had obtained further quotations for verge cutting to supplement the cuts undertaken by West Sussex County Council. Following debate, it was agreed to continue with the services of the current contractor Greenscape which was considerably more cost effective.

**Action:** MN to confirm continued use of Greenscape for verge cutting with Cllr Galego.

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

## 7 Proposals to Parish Council: None

## 8 Next Meeting Date: 7.00pm, 1<sup>st</sup> March 2023 in Easebourne CE Primary School, Wheelbarrow Castle, Easebourne.

Meeting closed at 7.19pm

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