



Easebourne Parish Council

Finance Committee

Minutes of Meeting held at 7.00pm on Wednesday 5th April 2023 in Easebourne CE Primary School

Present: T Baker (TB), 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 ER Grimsey due to personal reasons.
- 3 Declarations of Interest:** None.
- 4 Minutes of the last meeting:** The minutes of the last meeting held on 1st March 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.

All other actions complete.

5 Finance Report Review:

- Report on previous month spend, cash flow, and spend approvals (Rialtas reports for both February 2023 and March 2023 signed.)

Authorisation of the payments was agreed and signed as follows:

KerryType, Parishes Environment Group Booklets - Invoice 45063	Paid £503.79	Approved
Pro-Tec, Invoice 116738	£88.80	Approved
Pro-Tec, Invoice 1070	£88.80	Approved
lonos, Website – Invoice	DD £7.19	Approved
S Hurr, Parish Phone – March	£16.39	Approved
I Milne, Toilet Door Locks	£56.04	Approved
Chichester District Council, Bins Emptied: Annual Payment – Invoice 602892670	£584.05	Approved
Clerk, Salary (March)	Undisclosed	Approved
HMRC, Tax (March)	Undisclosed	Approved
WSCC, Pension (March)	Undisclosed	Approved
Clerk, Parish Office (March)	Undisclosed	Approved
West Sussex Association of Local Councils, Annual Subscription	£734.26	Approved
Pro-Tec, Invoice 1118	£105.30	Approved
Hooli Advice, Invoice SI-16168	£24.00	Approved

Receipts: £250.00 Grant from MADhurst (for Easebourne Park)
£49.08 interest – Reserve Account
£73.66 interest – Grants Account

Bank Account Balances (31st March 2023):

Bank Accounts -	Community =	£ 44,276.30
	Reserve =	£ 39,592.60
	Grants =	£ 59,425.29
	Total	<u>£143,294.19</u>

- b) Income review and opportunities (Grants, Events, CIL): MN explained that he had resubmitted the previous Community Infrastructure Levy (CIL) funding application regarding the proposed ramp into Easebourne Park from Wheelbarrow Castle. The request had been increased to £80,000 towards the estimated project cost of £100,000.
- c) Asset Register: Currently up to date

6 Forecast Spend:

- a) Sub-committee/Working Parties forecasts (including Request for Funding forms): None.
- b) Review requests for grants/funding and actions: None received.

7 2023 Planter Maintenance Contract: A contract had been received from Windowflowers for the watering of the seven parish planters for 2023. Following a discussion, it was proposed by TB, seconded by DP and agreed by all present that the contract should be signed and returned.

Actions: SH to sign and return the contract to Windowflowers for planter watering, and NM to make enquiries with Windowflowers regarding the potential costs for maintaining planting (replacement flowers for Summer and Winter).

8 Proposals to Parish Council: To consider a quotation for maintenance of plants for seven parish planters.

9 Next Meeting Date: 7.00pm, 3rd May 2023 in Easebourne CE Primary School, Wheelbarrow Castle, Easebourne.

Meeting closed at 7.23pm

Signed: _____ Date: _____ Chairman