

Easebourne Parish Council
Minutes for the Finance Meeting held at 7.30pm, on Monday 4th December 2017
in the Refectory (behind St Mary's Church, Easebourne)

Present: T Baker (TB), H Grantham, (HG), J Hines (JH), J Galego (JG), D King (DK)

In attendance: S Hurr (SH) Clerk to the Parish Council

1 Public Question Time: No questions

2 Apologies and Reasons for Absence: No apologies, no absences.

3 Declarations of Interest: None.

4 Minutes: The minutes of the last meeting on 9th November 2017 were proposed as a correct record of the meeting by Hg, seconded by TB and agreed by all present.

5 Actions carried forward: DK to discuss Communications Plan with HG, with regard to the two VAS.
 All other actions completed.

Action: SH to pass Insurance Policy Schedule to JH to complete VAS order.

6 Finance Report Review

- a) Report on previous month spend, cash flow and spend approvals: DK gave an explanation of expenditure against the current budget including that as budget was not allocated to Planning Consultants the Parish Council is theoretically overdrawn on that item.

Defibrillator Battery	(inc. VAT) £234.00	Approved
Sharon Hurr (postage)	£1.75	Approved
Sharon Hurr (parking at CDC)	0.50	Approved
Sharon Hurr (postage)	£1.75	Approved
Troy Hayes Planning Limited	(inc. VAT) £2,730.00	Approved
Clerk Salary (November)	Undisclosed	Approved
Greenscape Grass-cutting	(inc. VAT) £216.00	Approved
Clerk Home as Office (November)	£20.00	Approved
Clerk Pension (November)	Undisclosed	Approved
HMRC Payment (November)	Undisclosed	Approved
Planning Application fee	£192.50	To be deferred pending further discussion

- b) Income review and opportunities (NHB, Grants, Events)

Barclays Business Account Interest	£8.40
------------------------------------	-------

Applications submitted for Playground and Community Space, awaiting responses.

7 Forecast Spend

- a) Sub-committee/Working Parties forecasts (including Request for Funding [RFF])
 RFF for electrician for Henley Telephone Box – defer to gain further quotations.

Action: JG to view historical information to ascertain which electrician was used for Dodsley Lane Telephone Box.

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

8 Proposals to Parish Council: Presentation of draft Budget 2018/19, including funding for Neighbourhood Plan, repair/replacement of plaque, replacement salt bin, and defibrillator maintenance.

9 Next Meeting Date: 7.30pm, Monday, 8th January 2018, in the Refectory.

Meeting Closed at 8.32

Signed by Finance Committee Chairman: Date:
 Darren King