



**Easebourne Parish Council
Finance Committee
Minutes of Meeting held at
7.00pm on Wednesday 6th March 2024
At Easebourne CE Primary School**

Present — M Noble (MN) - chairman, D Pack (DP) and E Roberts-Grimsey (ERG)

In attendance – E Tremaine (ET) – Parish Clerk, Gary Nicholls (potential Councillor).

1. **Public Question Time** – no members of the public in attendance.
2. **Apologies and Reasons for Absence** – C Sanderson, T Baker & J Macdonald-Lawson for personal reasons.
3. **Code of Conduct**
 - a) No declarations of interest
 - b) No dispensation requests
4. **Minutes of Last Meeting** – the minutes of the meeting held on Wednesday 7th February 2024 were agreed as a correct record and signed. Proposed by DP, seconded by ERG.
 - a) **Carryover action** – JML still working on quotes for installation of finger posts.
5. **Finance Report Review**
 - a) Report on Previous Month Spend, Cash Flow and Spend Approvals.
 - i. Payments for the month were approved as follows:

Payee	Detail	Amount
Clerk	Salary - January	UNDISCLOSED
WSCC	Clerk Pension - January	UNDISCLOSED
HMRC	Tax - January	UNDISCLOSED
Clerk	Parish Office - January	UNDISCLOSED
Clerk	Parish Phone - January	£ 6.00
Clerk	Give WP Donation Plugin \$149 plus £3.52 non sterling transaction fee	£ 121.27
IONOS	Invoice 203040795106 - Direct Debit	£ 18.72
Mike Noble	Invoice 1547541 - Gazebo	£ 324.95
KLG Services	Invoice 16358 - Empty WC PAID	£ 230.00
Pro-Tec	Invoice 1656	£ 187.20
Mulberry and Co	Invoice 51475 - AGAR Training	£ 54.00
Anywhere Deckchairs	Invoice 0765 - deposit PAID	£ 180.00
TOTAL PAYMENTS		£ 2,491.80

- b) Income Review and Opportunities (Grants, Events and Community Interest Levy)
 - i. CDC Tree Money received 09/02/2024 - £494.35.
 - ii. VAT return received 19/02/2024 - £1060.92.
 - c) Asset Register – no changes
 - d) Bank Balances as at 29/02/2024
 - i. Community Account – £60,012.51
 - ii. Reserves Account – £44,440.70
 - iii. Grants Account - £58,029.58

6. Forecast Spend

a) Sub Committee/Working Parties forecasts (including Requests for Funding)

- i. Finger Posts – RFF approved to go to full council. Proposed ERG, seconded MN.
- ii. Stadium Seating Project – discussion concerning the number of tiers in the quote, RFF rejected, to be resubmitted with quote for less tiers. **ACTION – MN to ask IM to re-submit.**

b) Review Requests for Grants/Funding and Actions

- i. Frequency of Grant Application Assessments – following discussion it was resolved to assess applications bi-annually in April & October. Proposed DP, seconded ERG.
- ii. Air Ambulance KSS – postpone to April.

7. Proposals to Parish Council – Finger posts RFF (see item 6.a.i), frequency of grant applications (see item 6.b.i).

8. Date of Next Meeting – 7.00pm Wednesday 3rd April 2024

Meeting Closed at 19.27

Signed: _____ Date: _____
Chairman