



**Easebourne Parish Council
Finance Committee
Minutes of Meeting held at
7.30pm on Wednesday 1st May 2024
At Easebourne CE Primary School**

Present – M Noble (MN) - Chairman, D Pack (DP), J Macdonald-Lawson (JML) and T Baker (TB).

In attendance – E Tremaine (ET) – Parish Clerk

1. **Public Question Time** – no members of the public in attendance.
2. **Apologies and Reasons for Absence** – C Sanderson & D Kilty 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 3rd April 2024 were agreed as a correct record and signed. Proposed by TB, seconded by JML.
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 - April	UNDISCLOSED
WSCC	Clerk Pension -April	UNDISCLOSED
HMRC	Tax - April	UNDISCLOSED
Clerk	Parish Office - April	UNDISCLOSED
Clerk	Parish Phone - April	£ 6.00
Hooli	Invoice 16372 - IT assistance	£ 24.00
IONOS	Invoice 203041788836 - Direct Debit	£ 18.72
Mike Noble	Reimbursement for AVM fliers	£ 41.49
Mike Noble	Chair honourarium (should have been paid March)	£ 60.00
Midhurst Local	Invoice 10384 - AVM Flier Delivery	£ 31.00
Easebourne School	Invoice EPS00023 - Room Hire for Spring Term	£ 96.00
Wettons	Invoice 156101 - toilet maintenance	£ 667.55
Wettons	Invoice 156102 - toilet maintenance	£ 351.17
TOTAL PAYMENTS		£ 2,665.59

- ii. Plus transfer of £4500 to Reserves account in accordance with 23/24 budget and transfer of £58,091.96 to Grants account (CIL income).

- b) Income Review and Opportunities (Grants, Events and Community Interest Levy)
 - i. First tranche of Precept paid 19/04/24 - £37,881.50
 - ii. VAT Return to March 2024 received 22/04/24 - £407.04
 - iii. CIL Money received 25/04/24 - £58,091.96

- iv. Park Donations 29/04/24 - £49.05
- c) Asset Register – no changes
- d) Bank Balances as at 30/04/2024
 - i. Community Account – £149,795.30
 - ii. Reserves Account – £44,606.90
 - iii. Grants Account - £58,246.60
- 6. **Forecast Spend**
 - a) Sub Committee/Working Parties forecasts (including Requests for Funding)
 - i. A new quote has been received for the Finger Posts which will be accepted.
 - b) Review Requests for Grants/Funding and Actions - none
- 7. **Card Payment System Options Review**
 - a) Following a discussion it was resolved to go with Square, proposed by MN, seconded by TB. **ACTION – ET to order.**
- 8. **Savings Account Options Review**
 - a) Following a discussion it was resolved to come back to the next meeting having worked out EMRs which will leave a balance available for savings. **ACTION – ET to check T&Cs for Redwood Bank 95 day account.**
- 9. **Proposals to Parish Council** – none.
- 10. **Date of Next Meeting** – 7.30pm Wednesday 5th June 2024

Meeting Closed at 19.55

Signed: _____ Date: _____
Chairman