



**Easebourne Parish Council
Finance Committee
Minutes of Meeting held on
Wednesday 4th September 2024
At Easebourne CE Primary School
Following on from Planning Committee Meeting**

Present – C.Sanderson (CS) – chairman, D Pack (DP), J Macdonald-Lawson (JML), & D Kilty (DK).

In attendance – E Tremaine (ET) – Parish Clerk, G. Dagg (student, observing)

1. **Public Question Time** – no questions.
2. **Apologies and Reasons for Absence** – T Baker & M Noble.
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 August 2024 were agreed as a correct record and signed.
 - a) Natwest Bank Account – ET explained that Natwest does not allow dual authorisation. **ACTION - ET to update saving account options and send around for further discussion next month.**
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 - August	UNDISCLOSED
WSCC	Clerk Pension - August	UNDISCLOSED
HMRC	Tax - August	UNDISCLOSED
Clerk	Parish Office - August	UNDISCLOSED
Clerk	Parish Phone - August	£ 6.00
Clerk	Reimbursement for Square Reader	£ 22.80
Wettons	Invoice 158048 - toilet maintenance	£ 667.55
Wettons	Invoice 157986 - toilet maintenance	£ 16.32
Greenscape	Invoice 292 - grass cutting & inspections	£ 804.00
Affinity Chartered Surveyors	Invoice 141-002 - community space project research	£ 1,100.94
Moore	Invoice 325257 - external audit	£ 504.00
Pro-Tec	Invoice 2176 - park security	£ 221.08
FrEP	Annual grant - PAID	£ 250.00
Midhurst Green Volunteers	Annual grant - PAID	£ 250.00
IONOS	Invoice 203043280819 - DD PAID	£ 18.72
TOTAL PAYMENTS		£ 5,220.14

- b) Income Review and Opportunities (Grants, Events and Community Interest Levy)
 - i. £24.22 received in donations.

- c) Asset Register – no changes.
- d) Bank Balances as at 31/08/2024
 - i. Community Account – £64,031.99
 - ii. Reserves Account – £49,279.64
 - iii. Grants Account - £96,454.51
- 6. **Forecast Spend**
 - a) Sub Committee/Working Parties forecasts (including Requests for Funding) - none
 - b) Review Requests for Grants/Funding and Actions – annual grants have been paid to Midhurst Green Volunteers and Friends of Easebourne Parish.
- 7. **Proposals to Parish Council** – none.
- 8. **Date of Next Meeting** – Wednesday 2nd October 2024 – to follow Planning Committee Meeting

Meeting Closed at 20.00

Signed: _____ Date: _____
Chairman