



Finance Committee

Minutes of the Meeting of the Finance Committee held on 24th January 2012

In Attendance – Mr Paul Nicholson (Chair), Mr Terry Thompsett, Mrs Clare Eastwood, Mr Richard Taylor

1. No Apologies were received.
2. The Minutes of the Meeting held on 13th December 2012 were agreed and signed as a true record
3. Payment cheques were signed, bank statements examined and approved and details of current balances circulated. It was **agreed** that owing to current workload the Clerk could apply for additional remuneration subject to evidence of additional hours worked. The Clerk is in receipt of a reduced office allowance.
4. On-line banking – guidance circulated from Barclays Bank and advice received from SALC had confirmed that this is currently not an option for Parish Councils.
5. Honeybees Grant Application – this was considered. The initial enquiry had been for funding for equipment but subsequent correspondence received had requested assistance with Forest School activities. **Agreed** – PC not to assist with Forest School but Honeybees can be invited to re-submit request for specific equipment. Clerk to reply.
6. Village Hall Capital Expenditure – RT advised that the most recent PWLB grant was for £30,000. Approximately £21,000 has been utilised to date. RT further advised that additional sums will be required including for curtain replacement/repair. TT reminded members that three or more quotes are required for all items likely to cost £500+. **Agreed** – more information required as to outstanding capital expenditure. **Action** – PN to invite Nick Satchell to attend next Finance Meeting on 14/2/12.
7. Additional Finance Matters
TT advised that expenses of £46 have been incurred in establishing ownership of phone box site. **Agreed** - PC to reimburse subject to delivery of invoice.
TT has received information from Tennis Club re fundraising scheme from recycled garden waste which is operated successfully by Devon County. Enquired whether PC would be interested in operating such a scheme at tennis club site. **Agreed** – TT to liaise with tennis club as to further information.
Petty Cash – CE advised that she wished to commence petty cash scheme as previously discussed for small PF expenses. **Action** – Clerk to supply cheque for £50. Invoices/ receipts must still be maintained.

These Minutes are in draft form and will be ratified at the Meeting of the Finance Committee to be held on 14th February 2012

