



## PLUMPTON PARISH COUNCIL

---

### Minutes of the Finance Committee held in Plumpton College on 9<sup>th</sup> January 2018 at 19.00.

**Present:** Cllr E Elford (Chair) (Cllr EE), Cllr N Beaumont (Cllr NB), Cllr P Stevens (Cllr PS), Cllr N Satchell (Cllr NS) and Cllr C Thompson (Cllr CT)

**Absent:** None

**Anita Emery (Clerk & RFO).**

**Members of the Public: 0**

1. To accept apologies for absence
  - None
2. Declaration of pecuniary and disclosable interests in respect of matters to be discussed.
  - None
3. To Approve Minutes from the Finance Committee meeting held on 12<sup>th</sup> December 2017.
  - **118: It was RESOLVED and AGREED that minutes of the meeting 12<sup>th</sup> December 2017.**
4. Clerks Report on any Matters Arising from previous Meetings.
  - Clerk advised the details of the two loans taken out in March 2011 and June 2012. Clerk advised each loan was for £30,000 but had no further details on what they were taken out for, FC assumed it was for the Solar Panels and Kitchen. **Clerk to find loan agreements and report back.**
  - Clerk reported the finger post had been collected and LDC match funding cheque had been raised for submission to LDC.
5. To approve Expenditure and Statements as itemised on the schedule.
  - Clerk advised two additional payments to be added. 1. PPC £248.00 for fingerposts and 2. PF £62.00 A Upton for plumbing services.
  - **119: It was RESOLVED and AGREED that the expenditure of 7<sup>th</sup> December 2017 to 3<sup>rd</sup> January 2018 as per Appendix 1 (PPC £1340.64), 2 (VH £2455.41) & 3 (PF £914.03) would be released.**
6. To approve bank statements and reconciliations.
  - **120: It was RESOLVED and AGREED that the Account Statements were an accurate account of the closing balance of all accounts for November and December 2017. Cllr EE signed to effect.**



## PLUMPTON PARISH COUNCIL

---

7. To approve year to date account 2017/18

- Cllr EE requested putting the remainder of the maintenance fund into the Pavilion re-furb account. **121: It was RESOLVED and AGREED to transfer the remaining funds to the Pavilion re-furb account.**
- **122: It was RESOLVED and AGREED to approve year to date account 2017/18.**

8. Waste Water and Electricity for Pavilion and Village Hall

- Cllr PS asked the Clerk if Business Stream had responded regarding the percentage charge on the waste water bill. **Clerk to chase.**

9. Progress report on VH & PF Budget for 2018-2019

- Cllr CT is still working on the budget and is waiting to see two contractors regarding the village green. **Both budgets to be addressed at the next meeting.**

10. Questions from Parish Councillors

- Cllr EE announced that she will be stepping down as Chair of the Finance Committee with immediate effect. It was agreed by the rest of the Finance Committee that Cllr PS will be taking Chair as of next months meeting.

Meeting Closed 19:40

### Dates of Next Meetings:

13<sup>th</sup> February 2018 – 19:00 Finance Committee –Parish Council – 19:45

Anita Emery | Parish Clerk | 10<sup>th</sup> January 2018



# PLUMPTON PARISH COUNCIL

## APPENDIX 1.

### List of Payments made between 07/12/2017 and 03/01/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
14/12/2017	Lewes District Council	103666	195.00		Bandstand Planning App fee
18/12/2017	Anita Emery	BACS181217	13.56		NEW LAPTOP CHARGER EXPS
29/12/2017	Anita Emery	BACS181217	821.28		DEC SALARY
29/12/2017	Anita Emery	BACS181217	62.80		STANDING EXPENSES
09/01/2018	ESCC	103668	248.00		Finger post repair
<b>Total Payments</b>			<b>1340.64</b>		

## APPENDIX 2.

Page 1

Date: 04/01/2018

### Plumpton Village Hall

Time: 16:44

### Current Account

### List of Payments made between 13/12/2017 and 04/01/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
16/12/2017	Jane Donovan	NOV 17	81.16		NOV EXPENSES
16/12/2017	FRED SYMES	DEC17	65.00		TREE WORKS AROUND POND
18/12/2017	East Sussex Pension Fund	BACS 18121	260.70		JANE DONOVAN PENSION DEC 17
18/12/2017	CANNON HYGIENE	BACS181217	76.02		HYGIENE DISPOSAL
24/12/2017	Opus Energy	DD241217	1,061.20		ELECTRIC 9.11-8.12.17
29/12/2017	Jane Donovan	BACS181217	845.45		DEC SALARY
02/01/2018	BT	DD2.1.18	65.88		BROADBAND AND PHONE
<b>Total Payments</b>			<b>2,455.41</b>		



# PLUMPTON PARISH COUNCIL

## APPENDIX 3.

Date: 04/01/2018

### Plumpton Playing Field

Page 1

Time: 12:26

#### Current Account

#### List of Payments made between 07/12/2017 and 04/01/2018

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
14/12/2017	OPUS ENERGY	DD141217	234.85		ELECTRIC 23.10-15.11.17
17/12/2017	British Telecom	DD171217	60.48		PHONE AND BROADBAND TO 3.12.17
18/12/2017	Glyn Wells	BACS181217	45.00		CUT BROKEN OAK LIMBS
18/12/2017	PYROTEC LTD	BACS181217	84.90		EXTINGUISHER SERVICING
18/12/2017	Chris Lambert	BACS18.12.	126.80		DEC SALARY
20/12/2017	JG Boot	BACS 20121	300.00		FIXING OF NEW GOAL POSTS
03.01.18	A Upton	BACS	62.00		Plumbing
<b>Total Payments</b>			<u>914.033</u>		