



PLUMPTON PARISH COUNCIL

Minutes of the Finance Committee held in Plumpton Village Hall on 12th February 2019 at 19.00.

Present: Cllr P Stevens (Cllr PS, Chair) Cllr N Beaumont (Cllr NB), Cllr Catherine Jackson (Cllr CJ), Cllr Nick Satchell (Cllr NS).

Absent: 0

Anita Emery (Clerk & RFO).

Members of the Public: 0

1. 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 8th January 2019.

- **173: It was RESOLVED and AGREED that the minutes of the meeting of 8th January 2019 were an accurate account of that meeting and were signed by to that affect.**

4. Clerks Report on any Matters Arising from previous Meetings.

- Clerk advised all donations had now been received for the Soldier Silhouettes.
- Clerk updated the FC of the CIL query, advising them if the access road formed part of the planning application then this would be the start of the build. Payments of the CIL money would be paid from the district council in increments of 25%,50% & 25% over a course of 360 days from commencement.

5. To approve expenditure as itemised on the schedules from 8th January to 5th February 2019.

- **174: It was RESOLVED and AGREED that the expenditure of 8th January to 5th February 2019 as per Appendix 1 (PPC £1,475.00), 2 (VH £2,255.18) and 3 (PF £1,666.34) would be released. Chair signed to that effect.**

6. To approve bank statements 8th January to 5th February 2019

- **175: It was RESOLVED and AGREED that the Account Statements were an accurate account of the closing balance of all accounts for 8th January to 5th February 2019. Chair signed to that effect.**



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7. To approve year to date account to 7th January 2019

- 7.1 Report 1 - PPC
- 7.2 Report 2 - VH
- 7.3 Report 3 - PF

- Cllr PS recommended to the FC that the relaying of the path (£256.00) be paid from the VH contingency budget line. **This was agreed.**
- Cllr PS recommended to the FC that the additional fencing required for the Honeybees of £600 be taken from the playing field maintenance budget line. **This was agreed.**
- **176: It was RESOLVED and AGREED that year to date accounts for PPC, VH & PF to 5th February 2019 were accurate.**

8. To approve 2019/2020 budget for VH and PF

- Subject to a couple of minor changes. The FC approved the VH and PF budgets in principle and to be officially approved at the March FC & PPC meeting. **Cllr NS to forward budgets to Clerk and Council.**

9. Community Infrastructure Levy

- Nothing to report

10. Questions from Finance Committee Members.

- Cllr NS recommended to the FC that the final decoration for the pavilion be approved. Three quotes had been received of £3000, £3400 & £3800 plus maximum of £600 on materials.
- **177: It was RESOLVED and AGREED to proceed with quotation 1, £3000 plus £600 on materials. To be paid from budget code 4400. Cllr NS to advise contractor to proceed.**
- Clerk was asked to double check the dates of the fire inspections for the VH and PF. **Clerk to report back.**

Meeting Closed 19:35

Dates of Next Meetings:

12th March 2019 – Finance Committee – 19:00 – Parish Council – 19:45

Anita Emery | Parish Clerk | 13th February 2019



Appendix 1

Date: 05/02/2019

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Time: 11:54

Plumpton Parish Council

Current Bank Accounts

List of payments made between 08/01/2019 and 05/02/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/01/2019	Barclays	BANKCHGS	1.80		BANK CHARGES
22/01/2019	Anita Emery	181983	79.18		STANDING EXPENSES
22/01/2019	Anita Emery	181984	791.86		CLERKS SALARY
22/01/2019	East Sussex Pension Fund	181985	508.86		PENSION PAYMENTS
22/01/2019	Viking Direct	181986	91.70		STATIONERY/STAMPS
04/02/2019	Barclays	CHGS	1.80		BANK CHARGES
04/02/2019	Anita Emery	181984	-0.20		MISPOSTING
Total Payments			<u>1,475.00</u>		



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Appendix 2

Date: 05/02/2019

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Time: 12:47

Plumpton Village Hall

Current Account

List of Payments made between 08/01/2019 and 05/02/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/01/2019	Plumpton Parish Council	181989	272.20		JD PENSION PAYMENT
22/01/2019	Jane Donovan	181990	17.50		EXPENSES
22/01/2019	Jane Donovan	181992	898.11		SALARY
24/01/2019	Opus Energy	181991	916.21		ELECTRICITY
05/02/2019	Jane Donovan	181993	78.69		EXPENSES JAN
05/02/2019	BT	181994	71.76		BROADBAND
05/02/2019	Opus Energy	181991	0.70		ELECTRIC TYPO
05/02/2019	CJS Portsmouth	181988	0.01		CLEANING TYPO

Total Payments 2,255.18

Appendix 3

Date: 05/02/2019

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Time: 14:43

Plumpton Playing Field

Current Account

List of Payments made between 08/01/2019 and 05/02/2019

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/01/2019	S DUBBER	181975	100.00		DEPOSIT REFUND
22/01/2019	Chris Lambert	181976	126.80		CLEANER SALARY
22/01/2019	MPS ELECTRICS	181977	516.00		PER QUOTE 2.12.18 ITEMS 1-3
22/01/2019	MPS ELECTRICS	181977	-516.00		misposted EX VAT IN ERROR
22/01/2019	MPS ELECTRICS	181977	516.00		PER QUOTE 2.12.18 ITEMS 1-3
22/01/2019	MPS ELECTRICS	181978	168.00		INSTALL NEW EMERGENCY LIGHTING
22/01/2019	CJS Portsmouth	181980	165.75		CLEANING SUNDRIES
26/01/2019	Allen Upton	181973	30.00		unblock disabled toilet drain
31/01/2019	LUCY LOCKSMITH	181974	133.00		PAV DOOR REPAIR
01/02/2019	OPUS ENERGY	181979	528.70		ELECTRIC TO 16.1.19
05/02/2019	British Telecom	DD	63.84		BROADBAND
05/02/2019	CJS Portsmouth	181980	-165.75		ENTERED BILL TWICE

Total Payments 1,666.34