

Hemyock Parish Council
Finance Committee Meeting
held in Forbes Lounge, Parish Hall at 2.30pm on 16th April 2018

Subject	Action
<p>1. <u>Present</u> Mr N Punnett (Chair), Mr T Barton, Mr S Clist, Miss P Lawrence, Mrs H Stallard and Mrs D Evans (Parish Clerk).</p>	
<p>2. <u>Declarations of Interest/Dispensations</u> Mrs Stallard declared a personal interest as a member of Longmead Management Group and The Garages committee. Mr Punnett declared a personal interest as he is a trustee of the Healthy Living & Activities Centre.</p>	
<p>3. <u>Minutes from previous meeting</u> PROPOSAL: The Finance Committee minutes of the 5th February 2018 are approved. PROPOSED: Miss Lawrence SECONDED: Mr Barton DECISION: passed (all in favour)</p>	
<p>4. <u>Matters Arising</u></p> <p>4.1 Longmead – Following a recent meeting with representatives from Longmead Management Group, the treasurer of Longmead requested that a ‘transitional payment’ of £3,000 be made to the group. The Finance Committee asked the clerk to establish the exact purpose of this payment. Clerk</p> <p>4.2 Cemetery software – the clerk has trialled the software but the system doesn’t offer exactly what is needed. She is considering alternatives. Clerk</p> <p>4.3 Bank mandate – clerk had asked Ms Pritchard and Mr Povah to set up their system access. Clerk will chase. Clerk</p> <p>4.4 Councillor allowances - Clerk will circulate a NALC legal note on chairman/councillor allowances and a recent paper, ‘Parish Remuneration Panel Report’ from MDDC. Clerk</p>	
<p>5. <u>Financial Review</u></p> <p>5.1 Clerk ran through the approx. year-end figures. Budget v actual – Income +£15k due to more interments/memorials, vat and grants. Expenditure -£16k under spend on insurance, doors at garages, public conveniences, maintenance person, railings and grass but additional expenditure on footpaths, air ambulance and previously held monies. The clerk estimated that approx. £292k will be carried forward into 18/19, of which £157k is earmarked funds and £135k for potential future projects.</p> <p>5.2 No figures from 1st April to date were presented.</p> <p>5.3 Bank reconciliation – not provided.</p>	
<p>6. <u>Asset Management</u> Working with Miss Lawrence, Mr Povah has kindly agreed to survey the council assets and issue a report of the necessary works/maintenance schedule. This to be completed by end September 2018.</p>	LP/PL
<p>7. <u>Donations/Grants</u></p> <p>7.1 Bowling Club – the committee considered a request for funding of £1375 towards the supply & fitting of electric roller shutter to secure the bar area. PROPOSAL: The finance committee recommends to full council that it suggests to the the Bowling Club that</p> <ul style="list-style-type: none"> • it applies to MDDC’s Communities Together fund after 1st June 2018 and • applies to Ray Radford’s Locality Budget. The parish council would support these two applications. If unsuccessful the Bowling Club should come back to the parish council. <p>PROPOSED: Miss Lawrence SECONDED: Mr Punnett</p> <p>AMENDED PROPOSAL: The finance committee recommends to full council that it makes a donation of £250 to the Bowling Club and also suggests that the club</p> <ul style="list-style-type: none"> • applies to MDDC’s Communities Together fund after 1st June 2018 and • applies to Ray Radford’s Locality Budget. The parish council would support these two applications. <p>PROPOSED: Mrs Stallard</p>	

<p>SECONDED: Mr Barton The committee voted on the amendment DECISION : passed (3 for, 1 against). 1 abstention. The committee then voted on the new proposal DECISION : passed (3 for, 1 against). 1 abstention.</p> <p>7.2 Victim Support – the clerk had asked for more information but this had not been received. Carry forward to next meeting.</p> <p>7.3 Blackdown Healthy Living & Activities Centre – the schedule of works and quotations received for improvements to the building were discussed. Clerk was asked to inform the BHLAC that due to the level of expenditure, the committee will need 3 quotations for each item being requested before it can make any recommendations.</p> <p>Due to time constraints, the committee was unable to complete the items on the agenda. Clerk was instructed to arrange a further meeting to discuss outstanding issues and also add the following:- Village noticeboard, the Calf Club centenary statue.</p>	<p>Clerk</p> <p>Clerk</p>
<p>8. <u>Items raised by chairman</u> Carry forward to next meeting.</p>	
<p>9. <u>Items raised by councillors</u> Carry forward to next meeting.</p>	
<p>10. <u>Date of next meeting</u> Wednesday 25th April at 2.30pm Forbes Lounge.</p>	

Meeting closed at 4.00pm

Signed.....*Date*.....