

**Hemyock Parish Council**  
**Finance Committee Meeting**  
**held in Forbes Lounge, Parish Hall at 1pm on 16<sup>th</sup> October 2018**

Subject	Action
<p><b>1. <u>Present</u></b> Mr N Punnett (Chair), Mr T Barton, Miss P Lawrence, Mrs H Stallard and Mrs D Evans (Parish Clerk).</p>	
<p><b>2. <u>Declarations of Interest/Dispensations</u></b> Mrs Stallard declared a personal interest as she is a member of the Blackdown Support Group. Mr Punnett declared a personal interest as he is a trustee of the Healthy Living &amp; Activities Centre.</p>	
<p><b>3. <u>Minutes from previous meeting</u></b> <b>PROPOSAL:</b> The Finance Committee minutes of the 24<sup>th</sup> July 2018 are approved. <b>PROPOSED:</b> Miss Lawrence <b>SECONDED:</b> Mr Barton <b>DECISION:</b> passed (all in favour)</p>	
<p><b>4. <u>Matters Arising</u></b> 4.1 Bank mandate. The clerk believes Mr Povah has set up his access and will ask him to authorise the next payments.</p>	Clerk
<p><b>5. <u>Donations/Grants</u></b> 5.1 Hemyock Lights Brigade (HLB) <b>PROPOSAL:</b> The Finance Committee recommends to full council that a donation of £500 is made to the HLB. <b>PROPOSED:</b> Mr Barton <b>SECONDED:</b> Miss Lawrence <b>DECISION:</b> passed (all in favour) 5.2 Blackdown Support Group (BSG) <b>PROPOSAL:</b> The Finance Committee recommends to full council that a donation of £1000 is made to the BSG. <b>PROPOSED:</b> Mr Punnett <b>SECONDED:</b> Miss Lawrence <b>DECISION:</b> passed (all in favour) Mrs Stallard abstained from voting. 5.3 Citizens Advice Bureau (CBA) <b>PROPOSAL:</b> The Finance Committee recommends to full council that a donation of £100 is made to the CAB. <b>PROPOSED:</b> Mr Punnett <b>SECONDED:</b> Mr Barton <b>DECISION:</b> passed (all in favour)</p>	Full council  Full Council  Full council
<p><b>6. <u>Financial Review</u></b> 6.1 Budget v Actual Financial review The clerk ran through the up-to-date figures, commenting on Income (insurance premium was lower, grant monies received from balance of £10k from DCC) and Expenditure (insurance premium for The Garages to be paid, dead tree needs removing in cemetery, public toilets costs, additional money to pay for doors at The Garages, BHLAC expenditure - improvements to come from reserves. Other known expenditure – election costs, BHLAC, bridges at Longmead other improvements at Longmead). 6.2 Virements No virements necessary.</p>	
<p><b>7. <u>Blackdown Healthy Living &amp; Activities Centre (BHLAC)</u></b> 7.1 Fire Resistant Shutter – the committee considered the request and quotation. <b>PROPOSAL:</b> The Finance Committee recommends to full council that it should fund a fire resistant shutter up to a total of £4,000. The BHLAC to attempt to obtain three quotes. <b>PROPOSED:</b> Mr Barton <b>SECONDED:</b> Mr Lawrence <b>DECISION:</b> passed (all in favour)</p>	
<p><b>8. <u>Asset Management</u></b> Work has continued on this project. Mrs Stallard suggested that wire cages may be fitted in the store to keep</p>	HS

the parish council documentation separate and more secure. She will investigate costs.	
<p><b>9. <u>Precept 2019/2020</u></b>                  A meeting will be held in November to discuss and agree next year’s precept for recommendation to full council.</p>	
<p><b>10. <u>Items raised by clerk</u></b>                  The clerk had circulated some information on the CCLA (Churches, Charities &amp; Local Authorities) deposit fund for consideration. The group read through the paperwork but decided it was not something they wished to invest in at this moment in time as it is not covered by the investors’ compensation scheme and the capital is not guaranteed.</p>	
<p><b>11. <u>Items raised by councillors/clerk</u></b>                  11.1 Public Conveniences – Mrs Stallard passed on her comments and concerns to the clerk reference the legal agreement. Clerk will refer to council’s legal advisers. Mrs Stallard put forward the following proposal:-  <b>PROPOSAL:</b> The Finance Committee recommends to full council that it purchases necessary cleaning items and equipment up to a value of £1,000.  <b>PROPOSED:</b> Mrs Stallard  <b>SECONDED:</b> Mr Barton  <b>DECISION:</b> passed (all in favour)                  11.2 Miss Lawrence updated the committee on the grant process the Parish Hall Committee has been through to refurbish the children’s play area. The Parish Hall Committee will be putting together a donation request to the parish council for £1,500 to purchase a set of swings.</p>	
<b>12. <u>Date of next meeting</u></b> to be confirmed	

Meeting closed at 3.00pm

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