

Hemyock Parish Council
Finance Committee Meeting
held in Forbes Lounge, Parish Hall at 2.30pm on 25th 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 she is a member of Longmead Management Group and the Calf Club Centenary working group. Mr Punnett declared a personal interest as he is a trustee of the Healthy Living & Activities Centre. Miss Lawrence declared a personal interest as she is a member of the Calf Club Centenary working group.</p>	
<p>3. <u>Minutes from previous meeting</u> PROPOSAL: The Finance Committee minutes of the 16th April 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 – David Major, Longmead treasurer, has provided more financial information and explained the reasons for the request for a ‘transitional payment’. PROPOSAL: The Finance Committee recommends to full council that it makes a grant of £1,000 to Longmead for the year 18/19. PROPOSED: Mrs Stallard SECONDED: Mr Barton DECISION: passed (all in favour). Mr Clist abstained.</p> <p>PROPOSAL: The clerk asks Longmead Management Group to confirm its agreement with regard to the new list of responsibilities. PROPOSED: Mr Punnett SECONDED: Mr Clist DECISION: passed (all in favour).</p> <p>4.2 Bank mandate – clerk had asked Ms Pritchard and Mr Povah to set up their system access. Mr Povah is in the process of setting up his access. Ms Pritchard queried whether she should be a signatory on the bank as her husband is also a councillor. The clerk explained that as signatories may only authorise payments, not set any up, she was confident that existing internal controls are sufficiently robust. Clerk will ask Ms Pritchard to proceed with setting up the access.</p>	<p>Full council</p> <p>Clerk</p>
<p>5. <u>Donations/Grants</u></p> <p>5.1 Victim Support – the clerk has asked for additional information before the request could be considered but this has not yet been received.</p> <p>5.2 Blackdown Healthy Living & Activity Centre – the trustees and manager have requested various quotations but not all were received in time for this meeting. Mr Clist raised some questions in relation to the quotations for insulation. It was agreed that Mr Clist and Mr Punnett will liaise with the BHLAC to help set the specification for further quotations.</p>	SC/NP
<p>6. <u>Village Noticeboards</u> Mr Punnett showed the meeting his draft Visitor Information Board together with 3 quotations. Several suggestions were put to Mr Punnett including: using the back of the noticeboard to show a map of the parish and surrounding hamlets; an additional noticeboard for the parish council to replace the existing board located in the car park. Mr Punnett to obtain additional quotations.</p>	
<p>7. <u>Calf Club Centenary Statue</u> The village working group asked if the parish council would pay for the hire of the Forbes Lounge (£18.60) for the group to gather historical information from parishioners at an open event in June. PROPOSAL: The finance committee recommends to full council that it pays for the hire of the Forbes Lounge for 3 hours in June for the Calf Club working group. PROPOSED: Mr Clist SECONDED: Mr Punnett</p>	Full council

DECISION: passed (all in favour).	
8. <u>Items raised by chairman</u> Nothing to report.	
9. <u>Items raised by councillors</u> . Nothing to report.	
10. <u>Date of next meeting</u> tbc	

Meeting closed at 4.00pm

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