

**Hemyock Parish Council**  
**Finance Committee Meeting**  
**held at the Healthy Living & Activities Centre, Hemyock at 7.30pm on 20 March 2024**

**1. Welcome by Chairman, apologies for absence and introductions**

Councillor Lawrence (Chairman) welcomed everyone to the meeting.

Present:

Councillors Lawrence, Moon and Summers.

Apologies

Apologies had been received from Councillor Talbot together with Mrs McGeever (Parish Clerk) who was attending the State of the District Debate.

**2. Declarations of Interest/Dispensations**

None.

**3. To note and approve the minutes of the meeting on 28 February 2024**

It was RESOLVED that the minutes were a true record of the meeting on 28 February 2024.

Proposer: Councillor Moon, Seconder Councillor Summers and unanimously agreed.

**4. Public Participation**

No members of the public were present.

**5. Matters arising**

There were no matters arising from the previous minutes.

**6. Financial Review**

**6.1 Update from Chairman on latest financial information**

There was no further update on the financial information provided at the Parish Council meeting on 6 March 2024.

**6.2 Review income and expenditure budgets**

Councillor Summers had been inputting all financial information into Scribe.

The budget figures had been added to the system and this would allow monthly reports on income and expenditure against the budget.

All maintenance at Longmead would be posted to Longmead: Jamie Stevens, Rod Taylor (BMX), Roger Beaver (shrubs), Andy Brooke (mowing), Ian Pike (oddments)

Tree work at Riverside would be allocated to general maintenance and not to BHLAC maintenance cost code.

All costs related to the Public Conveniences would come under that cost centre and not under general maintenance.

The two cost centres General and Maintenance would be merged into Village Maintenance.

Setting up Scribe and the annual subscription would be posted to the administration cost centre.

The current allocation of Administration and Sundry would move as follows:

£17k to Longmead maintenance – drainage behind Station Road

£6.5k from Longmead car park – it was drainage by the Pavilion

Essentially Administration referred to the running of the Parish Council whilst asset maintenance and running costs should be allocated to the respective asset.

Donations included £4.5k cricket roller, BHLAC dishwasher, Twinning, plus usual ones. £2.5k for Coronation to be put to QPJ (was Platinum Jubilee) which needs a £500 wire.

### **6.3 Consider any necessary virements**

The following virements were considered necessary:

£tbc from assets to Longmead

£2k from cemetery

£1k from insurance

£2k from Garages contribution

£tbc - to clerk remuneration

### **6.4 Discuss future known expenditure, potential expenditure and allocate budgets**

The following items were known expenditure:

£2.5 to £3k for War Memorial paving

Turbary entrance

Lighting for Parish Store – Re-chargeable LEDs or look at cost of solar panel powered lights

### **6.5 Updating signatories for all bank accounts – use of BHLAC as the correspondence address for Parish Council**

Awaiting decision from BHLAC.

Some accounts were over the FSCS limit and further investment opportunities were needed.

**Action:** Ask DALC or, if necessary, find a broker.

### **7. Donations/Grants**

There were no donations/grants to consider.

### **8. Asset Management, Risk Assessments and Safety Checks**

**Action:** Bring to the Parish Council meeting.

### **9. Items raised by Clerk**

Not applicable.

### **10. Items raised by Chairman**

None.

### **11. Items raised by Councillors**

None

### **12. Date of next meeting**

The next meeting would be set in July, unless an earlier meeting is deemed necessary.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Chairman