

HARTING PARISH COUNCIL

Minutes of the meeting of the Finance Committee held at 7.30 pm in Harting Congregational Church Hall, South Harting on Tuesday 12 March 2019

Present: Mr Bonner (Chairman), Mr Shaxson, Dr Bowman, Mrs Bramley.

In attendance: Trish Walker, Parish Clerk

1. **Apologies for Absence:** Mr Healey, Mr Stuttaford and Mr Johnson Hill.
2. **Declarations of Interest:** None
3. **Minutes from Meeting held on 25 October 2018** were agreed and signed.

4. **Budget Monitoring 2018/19**

The members reviewed the budget and noted the deficit on the administrative part of the budget. The overspend relates to costs, in the region of £2.6k, associated with the GDPR which was introduced in April 2018. These costs had not been anticipated when the 2018/19 budget was set.

It was noted that there may be further legal costs due before the end of the financial year, so a movement of funds should take account of this.

The following resolution was agreed:

to recommend that the Council approve a movement of £4k from the "contingency" budget to the "administration" budget.

5. **Risk Assessments**

The Litter Picking and Volunteers risk assessments were reviewed by the members, and changes were agreed:

Litter picking

- to add "or unusual unexpected items that may prove to be hazardous if moved" under the "Needles and hazardous waste" heading.

Volunteers (for South Gardens and the Warren, excluding the tree wardens)

- to add a hazard relating to bonfires
- to add a further control measure under "slips, trips and falls" to investigate the first aid requirements.

The following resolution was agreed:

that the Committee agree, subject to the amendments discussed, to report to the Council that the Risk Assessments for Litter Picking and Volunteers had been reviewed.

6. Grant applications

The members considered further information regarding an application made by Homestart through the Council's grant application process, and agreed to recommend a donation of £100.

The following resolution was agreed:

that the Committee reviewed the grant application and agreed to recommendation to the Council that a grant of £100 should be made to Homestart.

7. Bank Account

The clerk confirmed that the necessary documentation had been received to set up the online banking system and deposit account, and this would be actioned once the signatories for the new Parish Council had been established in May.

8. Date of next meeting: To be arranged.