

HARTING PARISH COUNCIL

Minutes of the meeting of the **Finance Committee** held at **7.30 pm** in **Harting Community Hall, South Harting on Thursday 25th October 2018**

Present: Mr Bonner (Chairman), Mr Shaxson, Dr Bowman, Mrs Bramley, Mr Stuttaford and Mr Johnson-Hill.

In attendance: Trish Walker, Parish Clerk

- 1. Apologies for Absence:** Mr Healey.
- 2. Declarations of Interest:** Mr Johnson-Hill and Mrs Bramley declared a non-pecuniary interest as trustees of Harting Community Hall.
- 3. Minutes from Meeting held on 28th August 2018** were agreed and signed.

4. Reporting

The latest budget statement to 30th September 2018 was noted.

5. Risk Assessments

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

Finance

- Update details to reflect the new working practices and storage of data as a result of GDPR

Safeguarding Information and Data

- Update to remove the need for GDPR training.
- Remove the details of expenses chargeable as a result of Freedom of Information request.

Homeworking

- Update details to reflect the new working practices and storage of data as a result of GDPR

The following recommendation was agreed:

that the Committee agree to report to the Council that they have reviewed the Risk Assessment and recommend amendments to be considered.

6. Review of 3 year budget planning

The Chairman reported that the 3 year budget plan is still very much in progress. The three main areas currently included are:

- Trees
- Roads and Traffic
- Play equipment and benches

These areas have an impact on potential Health and Safety issues. The budget for 2019/20, to be discussed later in the meeting, includes sums for each of these three areas.

There are other unspecified costs that may arise as a result of a possible meeting room in the Village Hall, but this is currently unknown.

It was noted that it is important to encourage the various committees of the Parish Council to feed potential costs into the 3 year plan.

7. Grant applications 2019/20

The members reviewed the grants for 2019/20 and gave consideration to an increase in the grants allocated to WMPF and HCH. These grants have not been increased for the last 4 years, and it was suggested that given the increase in running costs, they should be increased to £2200 for the year 2019/20, and then in line with the CPI rate for future years. The amended sums were included in the Budget Proposal to be presented to the full Council in November 2018.

A grant application had been received from Homestart via the Parish Council website application process. The members agreed further information would be desirable, and the clerk should approach other Parish Council's who had given grants to this organisation. The matter will be reconsidered at the next Finance meeting.

The following recommendation was agreed:

that the committee recommend that the Council allocate the following grants in 2019/20

- i. Harting Community Hall and the War Memorial Playing Fields - £2200*
- ii. Parish hospital car scheme - £180*
- iii. Petersfield Citizens Advice Bureau - £300*
- iv. Allotment rent - £25*
- v. The Parish Church and Congregational Church burial grants - £200*

8. Budget 2019/20

Mr Bonner presented the proposed budget for 2019/20, this was reviewed by the members and following adjustments to the "3 year plan" and "other grants" categories the following recommendations were agreed:

- i. that the Committee agree to recommend that the Council agree the Budget for 2019/20*
- ii. that the Committee agree to recommend that the Council agree to draw from the reserves to settle the budget requirements*

9. Precept 2019/20

Mr Bonner noted that the level of precept had remained at £43100 since 2017/18, the members felt the precept should stay the same with additional budget requirements being settled from the Council reserves.

The following recommendation was agreed:

that the Committee agree to recommend to the Council that the level of precept to be requested from WSCC should be £43,100 for the year 2019/20.

6. Deposit Account

The clerk had contacted HSBC bank who had confirmed a “Money Manager” account was available to work alongside the Council current account. The account would carry a reasonably low rate of interest, at this time 0.18%, but would allow the Council to manage the reserves effectively. This would be very important if CIL monies are received.

The account can either be set up using the on-line banking facility or by a signatory phoning the bank.

Once the deposit account is set up funds can be transferred to and from the current account by on-line facilities or at a branch.

This situation raises the question of on-line banking and how the Council may use it.

The Finance committee agreed that the possible use of on-line banking should be considered at the next Council meeting in November 2018.

7. Date of Next Meeting: To be arranged

CHAIRMAN

Date