

HARTING PARISH COUNCIL

Minutes of the meeting of the Finance Committee held at 7.00 pm in the Main Hall of Harting Community Hall on Thursday 27 October 2016

Present: Tim Bonner (Chairman), Andrew Shaxson, Sheridan Bowman, Sheila Bramley, Hugo Stuttaford, Chris Healey, Debbie Harknett (RFO)

In attendance: Trish Walker, Parish Clerk

1. Apologies for Absence: Mr Johnson-Hill.

2. Declarations of Interest: None.

3. Minutes from Meeting held on 7th July 2016

4. Budget Monitoring

The budget to date was noted, and the current overspend on “admin”. This is due solicitor costs regarding the Minibus and also wages for the locum clerk which show under “admin” rather than “salary” as she was self-employed. The salary budget should show an underspend in regard to this. It was noted that there is a contingency fund which could be used to cover this overspend. Mr Bonner thanked the RFO for her invaluable help.

It was recommended that the Council

a) Approve a movement of funds from “contingency” to “office admin” to cover the overspend

5. Budget 2017/2018

Mr Bonner presented the budget for 2017/18 and outlined that it would be very similar to 2016/17 with 1% increase added in for staff costs.

The following changes to budget headings were agreed:

- a) “parish admin” and “office admin” to be combined as “admin”
- b) The grants for WMPF and HCH should be shown separately
- c) “youth leader” budget allowance should be deleted and moved into contingency fund. If at any time a new youth leader is found, this can be reinstated.

It was recommended that the Council:

- a) approve the budget for 2017/18
- b) approve the change in budget headings
- c) approve the precept when the Council Tax Grant is known

6. Grants

Mr Bonner noted the two grant applications received from WMPF and HCH. The committee decided that the grants would be held on behalf of the two organisations until definite projects had been outlined. It was agreed that the annual sum of £2000 would not be lost to the organisations if unspent by the year end. The question of borrowing from “future years” was discussed and accepted as an option.

It was recommended that the Council agree the following grants for payment in 2017/18:

- a) Help towards the cost of the Harting Parish hospital car scheme
- b) Petersfield Citizens Advice Bureau

- c) Allotment rents
- d) The Parish Church and Congregational Church burial grants

7. Bank Account

It was noted that initial correspondence had been received from the bank regarding the creation of a savings account. However, it appears that only the Chichester branch deal with the savings account. Mr Shaxson is to progress this.

8. Date of Next Meeting: to be agreed

CHAIRMAN

Date