



Hartlebury Parish Council

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Finance Committee Meeting to be held at the New Elizabethan School, Quarry Bank, Hartlebury, DY11 7TE. Tuesday 6th December 2022 commencing at 7.30pm

AGENDA

Please note that photographing, recording, broadcasting or transmitting the proceedings of this meeting is permitted in compliance with the Openness of Local Government Bodies Regulations 2014. Those who attend should expect that they may be filmed, recorded, photographed or otherwise reported about.

1. APOLOGIES.

To receive any apologies.

2. DECLARATIONS OF INTEREST.

Councillors are reminded:-

- a) Of the need to update their register of Interests form.
- b) To declare any Disclosable Pecuniary Interests (DPI) in agenda items and their nature.
- c) To declare any Other Disclosable Interests (ODI) in items on the agenda and their nature. Councillors, who have declared a DPI or an ODI which falls within the terms of paragraphs 9 and 11 of the Code of Conduct, must leave the "virtual "meeting room for the relevant items unless granted a dispensation.

3. DISPENSATIONS.

To consider any written requests from Parish Councillors.

Dispensation (as required via Localism Act 2011 s33) are to be emailed to the Clerk at start of the meeting.

4. MINUTES OF PREVIOUS MEETING.

To **approve** the minutes of the last Finance Committee meeting Tuesday 4th October 2022.

5. BUDGET v ACTUAL 2022/23

Review to 1st November 2022

6. BUDGET 2022-23

To consider any changes

7. BANK RECONCILIATION

To review the position 1st November 2022.

8. TO CONSIDER PAYMENTS FOR APPROVAL: -

- a) Cheque 102314 £1309.68 Clerks Salary October 2022
- b) Cheque 102315 £ 77.00 Nest Pension October refund to Clerk paid own account.
- c) Cheque 102316 £ 25.00 Reimburse Cllr S Tranter for the memorial wreath PO78
- d) Cheque 102317 £ 144.00 To reimburse the Clerk Wyevale Nurseries Oak Sapling for the NE School PO79
- e) Cheque 102318 £ 21.98 To reimburse Cllr Meredith Christmas Baubles PO76
- f) Cheque 102319 £ 300.00 GJH Electrical, Christmas tree lights installation PO72

9. ALLOTMENT UPDATE.

Cllr Atkinson to give an update to the Committee, details as circulated.

10. CAR PARK POT HOLE REPAIRS

To consider quotes for the repair of the pot holes in the car park.

11. FUTURE BUDGET 2024/2025

To consider the first draft budget for the year 2024/2025.

12. CLERKS COSTS

The Clerk to give an update with regards costs incurred dealing with complaints.

13. PARISH HANDYMAN/MAINTENANCE PERSON

Decision:- the appointment of a Parish Handyman/Maintenance Person

14. MEMORIAL WALL

To receive an update from Cllr A Buck

15. ANY OTHER MATTERS FOR URGENT CONSIDERATION.

16. ITEMS FOR FUTURE AGENDAS

17. DATE OF NEXT MEETING

Tuesday 7th March 2023 , agenda items to be submitted by 20th February 2023