



Hartlebury Parish Council

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Please visit our NEW Facebook page.

Finance Committee Meeting to be held at the New Elizabethan School, Quarry Bank, Hartlebury, DY11 7TE. Wednesday 3rd August 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 meetings Tuesday 7th June 2022.

5. BUDGET v ACTUAL 2022/23

- a) Review to 1st July 2022

6. BUDGET 2022-23

- a) To consider any changes

7. BANK RECONCILIATION

- a) To review the position 1st July 2022.

8. TO CONSIDER PAYMENTS FOR APPROVAL: -

- a) Clerks Expenses £82.09 as circulated
- b) Nest Pension refund to the Clerk paid from own account £130.96 (May & June)
- b) To reimburse the Clerk, hire of the Hall (inspection of the accounts 18th July) £17
- c) To reimburse the Clerk for the Allotment security light £21.99 (PO57)
- d) To reimburse the Clerk for a new urgent lock for the allotments £36.39

9. FUTURE BUDGETS - 2023/24

- a) For consideration and comment, the final version to be recommended by this committee on 4th October for presentation to the full council 1st November 2022

10. GRANT APPLICATION HARTLEBURY GARDENING CLUB

- a) To consider the grant application of £90 for new barrels details as circulated.

11. INTERNAL AUDIT 2022-2023

- a) To appoint an internal auditor for 2022-2023 as D K Audit Services.

12. FINANCE COMMITTEE TERMS OF REFERENE

- a) To review point O cash payments taking into consideration Council events.

13. ALLOTMENT UPDATE CLLR ATKINSON

- a) To hear from Cllr Atkinson with regards to the allotments

14. PUBLICATION SCHEME

- a) To consider the publication scheme as circulated.

15. REPLACEMENT MEMORIAL BENCH.

- a).To consider a replacement memorial bench on the village green, full details as circulated together with a sort list file.
- b) Budget consideration required.

16. COUNCIL DEBIT/CREDIT CARD

- a) To consider a debit card to avoid the use of the Clerks personal card as not good practice thus ensuring VAT to be correctly recovered.

17. ANY OTHER MATTERS FOR URGENT CONSIDERATION.

18. ITEMS FOR FUTURE AGENDAS

- 19.** Date of next meeting, Tuesday 4th October 2022 , agenda items to be submitted by 19th September 2022