



HINTON PARISH COUNCIL

19/2/201

NOTICE OF FINANCE MEETING

You are invited to the next Finance meeting of the Parish Council, which will be held on **Tuesday 2nd March 2021**, Via Zoom. commencing at **7.15 pm**. Please find the agenda set out below.

Join Zoom Meeting

<https://us02web.zoom.us/j/86889673495?pwd=djhUbExwQkVIME5ySTYyUW9HNjhJdz09>

Meeting ID: 868 8967 3495

Passcode: Please contact Clerk for details

Lesley Meemans Jenkins

Clerk to the Council

AGENDA

OPEN FORUM –

Opportunity for members of the public to raise issues with the Council on agenda items. Once the meeting has been opened, no further comment may be taken without the agreement of the Chairman. (2 mins PP max 15mins)

- 1. To accept apologies and note absence-**
- 2. Declarations of interest -** To receive declarations from Councillors, any DPI's (**disclosable pecuniary interest** or simply an interest termed a **personal interest** in the Code the Council adopted) relating to any items on the agenda for March 2nd 2021. (Councillors should also remember that even if they do not stand to gain in any personal way, also to be considered is the **public's perception** of whether a councillor might gain by being influenced or using influence in a personal capacity.)
- 3. Minutes of the last meeting-** To confirm and sign the minutes of the meeting held on February 2nd 2021. (distributed by email & Hand)
- 4. Budget Review-** To consider the budget review document.
- 5. To approve payments below**

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|--|------------------------|
| Staff Costs £1360.67 | Phone £16.58 (DD) |
| HMRC £271.62 | Zoom £14.39 |
| LGPS £454.59 (DD) | Audit internal £195.00 |
| R Griffiths £120.00 | SLCC- £10.00 Book |
| Viking £90.53 | |
| Payments for next financial year 2021/22 | |
| SLCC membership £144.00 | |

TOTAL £2677.38

- 6. Notice Boards-** Cllr Jenkins would like to propose that a notice board is placed at the three allotment sites, Cllr Jenkins is happy to erect the boards on a post, possibly two at Sanigar- see attached details.
- 7. Mail Merge update-** The Clerk would like the finance committee to consider updating the allotment software that is used, the initial cost would be £600.00 then annual cost of £124.00- See attached for package layout.
- 8. Business Plan** -Clerk has been working on a business plan as recommended by auditor. See attached.
- 9. Litter bins-** To purchase a litter bin for the play area as agreed at Feb 2021 FC and either move one bin to the triangle at top near Coach Rd or purchase new one- See attached for prices-
- 10.To carry out internal controls, check bank reconciliation /statements and sign. Cannot complete due to COVID-19 19**
- 11.Next meeting 6th April 2021**