

## HINTON PARISH COUNCIL

### NOTICE OF FINANCE MEETING

You are summoned to the next Finance meeting of the Parish Council, which will be held on **Tuesday Feb 6<sup>th</sup>, 2018**, in the Parish Room, commencing at **7.15 pm**. Please find the agenda set out below

*Lesley Yeomans*

Clerk to the Council

#### OPEN FORUM -

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

### AGENDA

1.	<b>To accept apologies and note absence</b>
2.	<b>Declarations of interest</b> - To receive declarations from Councillors, any DPI's ( <b>disclosable pecuniary interest</b> or simply an interest termed a <b>personal interest</b> in the Code the Council adopted) relating to any items on the agenda for Feb 6th, 2018.
3.	<b>Minutes of the last meeting-</b> To confirm and sign the minutes & payment schedule of the meeting held on Jan 9 <sup>th</sup> , 2018 (distributed by email & Hand)
4.	<b>Budget Review-</b> To consider the budget review document
5.	<b>Invoices received- To approve payments below</b> Staff Salaries £ 1429.39 (TR)                      Phone £10.49 HMRC £54.47    R Griffiths £120.00 Viking £71.34 (Inks) <b>TOTAL £1685.69</b>
6.	<b>Allotment society-</b> To consider joining the Allotment Society. A years membership is £55.00 + Vat <b>To consider the above.</b>
7.	<b>Bank Mandate-</b> To countersign bank mandate to include Cllr Marsh as a signatory.
8.	<b>Public sector deposit fund-</b> To countersign paper work to invest the agreed amount at last month Full Meeting.
9.	<b>Compost bays-</b> Mr Bernie has come back with ONE quote of £6216.00 to install six bays at Sanigar lane allotments. Also, Mr Bernie has applied for funding though Tesco. Clerk has informed him that three quotes are need. Mr Bernie will be attending the Full Council meeting. <b>To note the above. Finance committee cannot make a decision as over £4000.00</b>
10.	<b>To carry out internal controls, check bank reconciliation /statements and sign.</b>
11.	<b>Next meeting March 6th 2018</b>