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 May 1st 2018**, in the Parish Room, commencing at **7.00 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.	**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 May 1st, 2018.
3.	**Minutes of the last meeting-** To confirm and sign the minutes & payment schedule of the meeting held on April 4th, 2018 (distributed by email & Hand)
4.	**Budget Review**- To consider the budget review document
5.	**Invoices received- To approve payments below** Staff Salaries £ 1124.96 — Phone £10.49 HMRC £152.85 — R Griffiths £120.00 Viking £38.96 (Inks) — Insurance £655.44 ROSPA £243.60 — CRT (Purton) £216.00 Berkeley Burial Board £2197.72 R Clutterbuck (rent) £350.00 **TOTAL £5110.02**
6.	**FOIA Clerks Hours-** To consider paying the Clerks hours £245.00 for collecting the information for the request.
7.	**Royal Wedding Commemorative Medals-** To consider purchasing the medal for the School children at a cost of £1.99 per medal.
8.	**To carry out internal controls, check bank reconciliation /statements and sign.**
9.	**Next meeting June 5th 2018**