

## 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 7<sup>th</sup> 2019**, 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.	<b>To accept apologies and note absence</b>														
2.	<b>Declarations of interest</b> - To receive declarations from Councillors, any DPI's (disclosable pecuniary interest or simply an interest termed a <b>personal interest</b> in the Code the Council adopted) relating to any items on the agenda for May 7 <sup>th</sup> 2019.														
3.	<b>Minutes of the last meeting-</b> To confirm and sign the minutes, of the meeting held on April 2 <sup>nd</sup> 2019. (distributed by email & Hand)														
4.	<b>Budget Review-</b> To consider the budget review document														
5.	<b>Invoices received- To approve payments below</b> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Staff Salaries £1296.06</td> <td style="width: 50%;">Phone £12.50</td> </tr> <tr> <td>HMRC £300.60</td> <td>R Griffiths £120.00</td> </tr> <tr> <td>LGPS £ 459.55</td> <td>Burial Com £2328.93</td> </tr> <tr> <td>Rospa £252.60</td> <td>Scribe £339.60</td> </tr> <tr> <td>CRT £216.00 (Purton)</td> <td>Viking £62.69 (inks)</td> </tr> <tr> <td>Berkeley Estate £ 237.50</td> <td>R Clutterbuck £350.00</td> </tr> <tr> <td colspan="2"><b>TOTAL £5676.05</b></td> </tr> </table>	Staff Salaries £1296.06	Phone £12.50	HMRC £300.60	R Griffiths £120.00	LGPS £ 459.55	Burial Com £2328.93	Rospa £252.60	Scribe £339.60	CRT £216.00 (Purton)	Viking £62.69 (inks)	Berkeley Estate £ 237.50	R Clutterbuck £350.00	<b>TOTAL £5676.05</b>	
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6.	<b>Pension Mandate form</b> To sign the Direct debit mandate form, this has been requested by the LGPS														
7.	<b>Dursley and district Good Neighbour Scheme-</b> Further to an email, the good Neighbour scheme have sent their accounts and are asking for a donation. <b>To consider a donation.</b>														
8.	<b>Internal Auditor.</b> Originally, Peter Newman had been appointed Internal auditor, due to illness he cannot do the audit this year. <b>To consider that Hinton Parish Council appoint GAPTC to carry out the internal Audit. (190.00+ 45p per mile)</b>														
9.	<b>To carry out internal controls, check bank reconciliation /statements and sign.</b>														
10.	<b>Next meeting June 4<sup>th</sup> 2019</b>														