

27/1/20

**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 4<sup>th</sup> February 2020**, 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.	<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 February 4 <sup>th</sup> 2020.
3.	<b>Minutes of the last meeting-</b> To confirm and sign the minutes, of the meeting held on Jan 7 <sup>th</sup> 2020. (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 £1322.67    Phone £12.83 HMRC £262.48.    R Griffiths £120.00 LGPS £ 459.55 (direct debit)    Viking £41.78 Community Heartbeat Annual Cover £432.00 Allotment Society £66.00  <b>TOTAL £2717.31</b>
6.	<b>Mallards Hedge-</b> Clerk was instructed at Full Council to contact three people for quotes to have the hedge trimmed. Also, in the meantime, the Clerk found that there is no separate fencing like showed in the plan/map.  Oldminster Gardens- Gave contact of another supplier R Griffiths- Waiting for quote Leafcutters- No response. <b>To discuss the above</b>
7.	<b>Website Content &amp; Accessibility Guidelines-</b> As from September 2020 the Council need to meet regulations so the website is completely accessible. Vision ICT can do this for us at a cost of £85.00 +Vat.  <b>To consider the above.</b>

8.	<b>Contract Mowing-</b> To discuss and consider the new cost for 2020/21 for contract mowing. To consider the above
9.	To carry out internal controls, check bank reconciliation /statements and sign.
10.	Next meeting March 3 <sup>rd</sup> 2020