

Hinton Parish Council **Finance** Meeting held on
Tuesday 5th January 2021 Via Zoom
7.00 pm

MINUTES

In Attendance -
D Beard
M Fryer (Chair)
P Jenkins

1. **Apologies & Absence** – Received from Cllr Marsh and accepted.
2. **Declaration of interests on agenda items**- Cllr Jenkins declared an interest in Item 5 Staff cost.
3. **Minutes of the last meeting held on December 1st 2020** were taken as read they were agreed to be a true record, Cllr Jenkins proposed this, Cllr Beard 2nd. All agreed.
4. **Budget Review- Noted by all.** Noted by all. Clerk mentioned that could the PC take payment from the current account to pay for the fencing rather than touch the EMR's as previously agreed. **All agreed** to revoke previous decision and use current account for invoice of fence and style.
5. **To approve payments –**

Staff Costs £1360.87	Phone £16.58 (DD)
HMRC £271.62	Zoom £14.39
LGPS £454.59 (DD)	SLCC £54.00 Seminar
R Griffiths £145.00	GAPTC £35.009 (Plan Train)
Viking £15.92+ £5.72	GPFA £50.00
Webcam £19.79	SDC (dog bin empty) £217.20

It was agreed to pay the above invoices, Cllr Jenkins proposed, Cllr beard 2nd all agreed. Cllr Beard proposed the staff salaries are paid; Cllr Fryer agreed to this.

6. **Christmas Tree Budget**-It was proposed by Cllr Jenkins to donate the remainder of the Christmas tree budget (£97.00) to Winston's wish, using £4.00 from the donations to outside bodies to make it £100. Cllr Fryer 2nd this. **Agreed**. Also suggest for next agenda, to think of two other local charities to split the £100 that's left in donation budget.
7. **To carry out internal controls, check bank reconciliation /statements and sign. Cannot complete due to Covid 19. To met up after lockdown for internal controls and signing of documents.**
8. **Next meeting February 2nd 2021**

With no further business to be transacted the meeting closed at 7.30pm

Date

Sign

449.