

Hinton Parish Council **Finance** Meeting held on  
**Tuesday** 2<sup>nd</sup> February 2021 Via Zoom  
7.00 pm

### MINUTES

In Attendance - L Yeomans Jenkins (Clerk)  
P Marsh  
D Beard  
M Fryer (Chair)  
P Jenkins

1. **Apologies & Absence** – None Received
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 January 5<sup>th</sup> 2021** were taken as read they were agreed to be a true record, Cllr Jenkins proposed this, Cllr Marsh 2<sup>nd</sup>. All agreed.
4. **Budget Review- Noted by all.**
5. **To approve payments –**

Staff Costs £1360.67	Phone £16.58 (DD)
HMRC £271.62	Zoom £14.39
LGPS £454.59 (DD)	SLCC £90.00 3-day conference
R Griffiths £120.00	Room Rent £300.00
Community Heartbeat £432.00	Fix A fence (Half-moon) £3720.00
Fix a fence £200.00	Hawkins £636.00

It was agreed to pay the above invoices, Cllr Marsh proposed, Cllr beard 2<sup>nd</sup> all agreed. Cllr Beard proposed the staff cost are paid; Cllr Fryer agreed to this. Cllr Jenkins did not vote on this item. Also, payment of fix a fence was agreed at a previous meeting, hence Committee paying over their delegated amount of £4000.00

6. **Donations Budget**-It was proposed by Cllr Jenkins to use the remaining £156.00 in the donation budget to be split between two local charities, it was proposed £100.00 is donated to Sharpness Playgroup & £56.00 is spent on food for the Berkeley Food Bank. Cllr Fryer 2<sup>nd</sup> this. **All Agreed.**
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 March 2<sup>nd</sup> 2021**

With no further business to be transacted the meeting closed at 8.00pm

Date .....

Sign .....

450.