

Hinton Parish Council **Finance** Meeting held on
Tuesday 8th June 2021 at St Andrews Church, Sharpness.
7.00 pm

MINUTES

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

Clerk apologised for the mistake on the agenda stating that the meeting was being held via Zoom, this was incorrect as PC's are back to face-to-face meetings.

1. **To elect chair of Finance committee-** Cllr Fryer proposed Cllr Jenkins, Cllr Marsh 2nd this. All in favour- Carried
2. **Apologies & Absence** – None Received
3. **Declaration of interests on agenda items-** Cllr Jenkins declared an interest in Item 5 Staff cost, and has a dispensation for item 7.
4. **Minutes of the last meeting held on May 4th 2021** were taken as read they were agreed to be a true record, Cllr Marsh proposed this, Cllr Beard 2nd. All **agreed**.
5. **Budget Review- Noted by all.**
6. **To approve payments –**
 - A) Staff Costs £1322.07 HMRC £240.45 LGPS £496.54 (DD)
Cllr Fryer proposed the above payments, Cllr Beard 2nd. **Agreed.** (Cllr Jenkins did not take part in this vote)
 - B) Berkeley Burial Board £2328.93 R Griffiths £180.00
Phone £15.88 Zoom £14.39 Wicksteed (2nd Seat)
Cllr Jenkins proposed the above payments, Cllr Beard 2nd, **all in favor.**

Clerk explained that the pension figure is slightly higher this month, due to an underpayment for 2020/2021, also R Griffiths did some extra work so the invoice is £180.00 and not £120.00 as stated on the agenda. – **Noted by all**

7. **Allotment Plot-** Three quotes have been received to empty the rubbish left behind by a tenant. A) £210.00 B £240.00 C) 252.00. After a discussion, it was proposed by Cllr Fryer to go for option B, Cllr Marsh 2nd this. Carried. Option B is Tony Skips Berkeley.

Date

Sign

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8. **To carry out internal controls, check bank reconciliation /statements and sign.** It was agreed to carry out internal controls as there has not been one for a long time due to covid. Cllrs Beard, Fryer & Marsh completed the financial checks.

9. **Next meeting July 6th 2021- Noted by all**

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

Date

Sign