

HINTON PARISH COUNCIL

FINANCE MEETING

Minutes of the meeting held on **Tuesday 5th June 2018** at 7.15 pm in the Parish room, at St Andrews Church.

Present-Cllrs- M Fryer D Beard, P Marsh & L Yeomans (Clerk)

OPEN FORUM - No Public Attendance-

1. To elect Chair of Finance committee-PM proposed MF, DB 2nd this. Agreed & Carried
2. **To accept apologies and note absence-** None received.
3. **Declaration of interest-**None Received.
4. **Minutes of the last meeting held on May 1st 2018** were taken as read and signed by the Chair. Cllr Marsh proposed this, DB 2nd.
5. **Budget review- Noted by all.** Clerk informed committee that £157.00 of allotments fees went into 17/18 financial year due to BACS payments. Clerk apologized for this.
6. **Invoices received- It was agreed by all Cllrs to pay the following-**

Staff Salaries £1124.96	Phone £10.92
HMRC £155.85	P Newman £60.00 (Audit)
Clerks Travel £46.98	
C Grimes (Plinth) £235.00	

Please note- Two other invoices were received as Clerk was on annual leave. These were also agreed to be paid, Beard garden Maintenance £55.00 & CRT for amenity land £180.00. No invoice received from R Griffiths but was on agenda.
7. **Donation -** To note the kind donation from the RAOB, to contribute the WW1 commemorative bench. Noted by all, and a thank you letter has been sent.
8. **Scribe Accounts-**Clerk spoke about the accounts package, the book is not often used and it would be easier for Audit purposes After a lengthy discussion it was agreed by all to purchase scribe at £283.00+vat
9. **Ground Rent-** After a lengthy discussion it was agreed by all to charge £520.00 a year (£10pw) ground rent for the half-moon area. To review annually at the ACM.
10. **Internal Controls-** Internal controls were carried out by Cllrs Beard& Marsh.
11. **Date of Next meeting July 3rd 2018** was noted by all. May have to cancel due to no quorum to date.

Meeting Closed 8.00 pm

Signed

Date

214.