**MINUTES TO THE MEETING OF HARTFIELD PARISH COUNCIL FINANCE COMMITTEE, HELD ON MONDAY 8th MARCH 2021 AT 7:30pm (Virtual Meeting via Zoom)**

**Present: Cllr R Eastwood (Chair), Cllr B Maude, Cllr J Sanders and Cllr G Horner.**

**Absent:** **Cllr C Burnett-Dick, Cllr A Emery and Cllr J Smith.**

**In attendance: Mrs E Fulham (Clerk)**

1. To accept apologies for absence

Cllr C Burnett-Dick, Cllr A Emery and Cllr J Smith.

1. To record Members’ Declarations of Interest in matters to be discussed.

The Chair reminded Cllrs to declare when necessary.

1. To approve Minutes of previous Finance Committee meeting.

**Unanimously approved as a true record.**

1. To report on Matters Arising from the previous Finance Committee meeting.

The noticeboard project was being progressed as part of the Upper Hartfield

The pavilion project was being reviewed by the full parish council pending grant applications.

1. To review year to date and budget in light of Covid-19 crisis.

The report had been circulated.

There were no queries.

**It was noted there were some works agreed this year (2020/21) but not paid as works were now due in 2021/22. It was agreed to make an amendment to the 2021/22 budget to include the following items:**

* **£2500 Highways**
* **£2650 Fencing**
* **£1200 Playground repairs**

The Clerk would reissue the budget for 2021/22 for approval at the next meeting.

1. To report on ear marked and general reserve.

These were both noted as previously circulated.

**£4000 was proposed as an increase to the playground heading and would be added to the next PC meeting agenda for consideration.**

1. To receive bank reconciliation.

**These were duly noted and accepted and signed as a true record.**

1. To review risk assessment.

This had been circulated prior to the meeting.

**Cllr Eastwood agreed to take the document away and update it for re-circulation.**

**Tree and property risks would be reviewed.**

**Possible ongoing legislation issues with Covid and events were noted for review.**

**The retirement of local GPs and the practice longevity was noted for review.**

1. Matters for reporting and inclusion in future agenda.

**Items for Reporting:**

The Committee noted the PC had agreed to concentrate on a pavilion roof renewal versus a new building it was also agreed that whilst this project was more modest than a complete re build it may take some time to complete due to fundraising and grant availability. In the meantime the Town Croft Committee should be asked to review the survey report again and agree some priorities for maintenance as outlined in the report other than the roof to be quoted for and scheduled to ensure a good maintenance schedule.

**Items for Inclusion:**

Grants.

Date of next meeting – 28th June 2021.

Meeting closed at 8:20pm