**MINUTES TO THE MEETING OF HARTFIELD PARISH COUNCIL FINANCE COMMITTEE, HELD ON MONDAY 26th SEPTEMBER 2022 AT 8pm at Goods Yard House**

**Present: Cllr R Eastwood (Chair) and Cllr G Horner.**

**Absent:** **Cllrs J Smith and R Shaw.**

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

1. To accept apologies for absence

 **Cllrs J Smith and R Shaw.**

**The meeting was non-quorate no decisions were made but the Parish Council took the opportunity to review the finance documents with the two committee members prior to the Strategy Committee meeting for background information.**

**The Committee Meeting was attended by other members of the Parish Council as it preceded the Strategy Committee Meeting – Cllrs Colenutt, Sanders, Gunn, Reed, Burnett-Dick, Nathan and Norman were in attendance.**

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.

None.

1. To review mid year to date and budget including year end forecast.

The report had been circulated prior to the meeting.

There were no queries.

1. To report on ear marked and general reserve.

The report had been circulated prior to the meeting.

No movements were agreed as necessary at the current time.

1. To receive bank reconciliation.

The report had been circulated prior to the meeting.

The report and statement were duly signed for the savings account and the current account would be formally signed off at the Parish Council meeting next week.

1. To review risk assessment.

The report had been circulated prior to the meeting.

There were no queries but inflationary risks would increase the finance risks and this would be noted accordingly on a revised risk assessment going forward.

1. To review banking arrangements.

Mandate changes were noted: Cllrs Gunn and Reed were duly added to the mandate.

1. Matters for reporting and inclusion in future agenda.

Budget setting and precept setting.

Date of next meeting – 28th November 2022

Meeting closed at 8:15pm

As the meeting was non -quorate the discussion and general discussions were noted but would be duly ratified at the Parish Council Meeting.