**MINUTES TO THE MEETING OF HARTFIELD PARISH COUNCIL FINANCE COMMITTEE, HELD ON MONDAY 13th NOVEMBER 2023 AT 7:30pm at Goods Yard House**

**Present: Cllrs R Eastwood (Chair), G Horner, J Smith, J Sanders, P Norman, M Colenutt and R. Nathan.**

**Absent:** **Cllrs A Firman, C Burnett-Dick and N. Reed.**

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

1. To accept apologies for absence.

Cllr A Firman.

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.**Strategy minutes from 26th September 2022 were noted and actions had been completed.

1. To report on Matters Arising from the previous Finance Committee meeting.  
   The rental income was up to date and the tenancy changeover was noted.
2. To review account.  
   The report had been circulated and was duly noted.
3. To report on ear marked and general reserve.   
   The reserves were noted.   
   No changes were requested.

Cllr Smith proposed that 1/3 of the Honey Run profit was retained in EMR for further year infrastructure.   
**The Clerk would add this to a PC agenda once the monies were finalised after the run.**

1. To receive bank reconciliation.  
   **The bank reconciliation was duly signed by the Chair as a true record.**
2. To review risk assessment.  
   The report had been circulated prior to the meeting and was duly accepted.  
   **Cllr Eastwood would add the risk of future land obligations (Holtye Church Yard).**
3. To review banking arrangements.  
   Cllr Sanders would chase up her ID check to complete her application to be included on the mandate.   
   **Once completed the Clerk would arrange some training for Cllrs Smith, Horner and Sanders to do online payments.**   
   The Clerk outlined the need to arrange a further account / investment for the surplus funds held over and above the two £80,000 accounts currently held.   
   **The CCLA public sector fund was noted and the Clerk was asked to circulate information for Cllrs to decide whether to progress as the next PC meeting.**
4. To review Parish plan and strategy items and discuss priorities for 2024/25.   
   The Council reviewed the plan and the outlined strategy items sent by the Clerk.

The priorities agreed to be investigated with quotes for consideration were as follows:

* Playground fencing.
* Playground repairs and replacement.
* Bus Shelter at Castlefields.
* Village Gateways.

1. To review budget proposal for 2024/25 and precept proposal for 2024/25.  
   The Council considered the budget and precept proposal.   
   **The Council agreed the budget in principle as a balanced budget once quotes were received for the priorities further detail for projects could be included and revised in the Spring balanced off by reserves.   
   The precept increase of 5% was agreed.**
2. Matters for reporting and inclusion in future agenda.  
   **The Clerk outlined the costs for the repairs to the bus shelter at Colemans Hatch at £1100 the Council agreed to progress this within the current financial year.**

Date of next meeting – 11th March 2024

Meeting closed at 9:10pm