

Clerk to the Council: Emma Fulham

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**MINUTES TO THE MEETING OF HARTFIELD PARISH COUNCIL FINANCE COMMITTEE, HELD ON MONDAY 14TH MARCH AT 7:30pm in GOODS YARD HOUSE.**

Present: Cllrs Eastwood, Horner and Sanders.

Absent: Cllrs Burnett-Dick and Smith

In attendance: Gail Finney, Locum Clerk to the Council

1. To accept apologies for absence.  
   None.
2. To record Members’ Declarations of Interest in matters to be discussed.  
   The Chair reminded Cllrs to declare when necessary.
3. To approve Minutes of previous Finance Committee meeting.   
   **Unanimously approved as a true record.**
4. To report on Matters Arising from the previous Finance Committee meeting.

9. To review proposed budget and precept for 2022/2023.

**The budget for 2022/2023 was unanimously accepted subject to specific project approval**

**during the year at the Parish Council meeting held on 6th December 2021.**

**The precept for 2022/2023 was unanimously accepted with a 5% increase to the precept**

**amount to £96711.00 for 2022/23 at the Parish Council meeting held on 6th December 2021.**

Sustainability Initiatives and future of the printed newsletter - at the Parish Council meeting

held on 7th February 2022 the Councillors unanimously agreed a paper copy of the

newsletter would be distributed twice a year as well as being made available digitally.

**Cllr Eastwood would research the pros and cons of car charging points and the associated**

**costs with a view to making provision in the next budget year.**

1. To report on ear marked and general reserve.   
   The reports had been circulated prior to the meeting.   
   **Both reserves were duly noted, subject to clarification on the playground transfer in EMR.**

The Cllrs queried the transfer of £4,000 into the playground account. **The Locum Clerk would clarify with the Clerk what this transfer related to.**

1. To receive bank reconciliation.  
   **Carried forward to a future meeting.**
2. To review risk assessment.  
   This had been circulated prior to the meeting.

**The assessment was duly accepted subject to the following:**

Environment - the Emergency Plan had been updated at a recent meeting. There would be a future meeting to discuss how the Emergency Plan would be invoked. The Emergency Plan would be presented to the Parish Council at a future council meeting.

Health and safety – **the Clerk would review and report back on the status of the trees following storm Eunice.**

Finance/fraud – **Cllr Eastwood would update the list to reflect the current environment and threats which would potentially increase the council’s risk.**

**Cllr Eastwood would update the risk assessment.**

1. To review Asset List

This had been circulated prior to the meeting.

**The asset list was duly accepted subject to the following:**

Defib and beacon - the committee queried why the defib and beacon were not insured. **The locum Clerk would clarify with the Clerk.**

Playground – **the Clerk would review the current insurance value to ensure cost of replacement is sufficient.**

1. Matters for reporting and inclusion in future agenda.  
   The Cllrs noted that the Account Summary was unanimously agreed at the Parish Council meeting held on 7th March 2022.

Car charging point to be discussed at a future meeting.

Date of next meeting – 27th June 2022.

Meeting closed 8.10pm.