

**MINUTES TO THE MEETING OF HARTFIELD PARISH COUNCIL FINANCE COMMITTEE,  
HELD ON MONDAY 30<sup>th</sup> APRIL 2018 AT 7:30PM IN GOODS YARD HOUSE,  
HARTFIELD.**

**Present:** Cllr R Eastwood (Chair), Cllr C Burnet-Dick, and Cllr G Horner,  
Cllr J Sanders, Cllr J Smith and Cllr B Maude.

**Absent:** None

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

1. To accept apologies for absence  
None
2. To record Members' Declarations of Pecuniary and Disclosable Interests 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.  
**Unanimously approved as a true record.**
5. To report on account 2017/18  
The accounts and internal auditor's report were circulated prior to the meeting. The Clerk had circulated the full financial report prior to the meeting and ran through the items against budget and provided an overview of the general accounts. The over spend on legal fees had been formally approved as had the shelter expenditure. The internal audit report was noted and the accounts agreed as a true record to be recommended to the full council to accept at the Parish Council meeting. The matter of Ear Marked reserves would be tidied up by the Clerk.
6. To report on ear marked and general reserve.  
The audit report was accepted. The Ear Marked reserves would be reduced in line with the recent decisions and the Committee agreed to review them again at the next meeting.
7. To receive bank reconciliation.  
The Clerk had circulated the reports prior to the meeting.  
**Cllr Eastwood checked the reconciliation and the statements and signed them as a true record.**
8. To Review risk assessment  
The Clerk had circulated the updated report prior to the meeting. The Committee agreed no changes were necessary at the moment.

9. To review budget 2018/19 and propose amendments if applicable.  
The Committee agreed no changes were necessary at the moment.

10. To Review grant applications and produce proposal for the Full Parish Council to consider.  
After some discussion the following grants were agreed:

<b>Name of Organisation</b>	<b>2018/19</b>
Hartfield PCC	750
Cricket Club	250
Colemans Hatch W1	100
Football Club	150
Guides and Brownies	200
1st Hartfield Scout Group	800
Hartfield Medway WI	100
HARTS	200
Hartfield Village Hall	650
Community Transport	900
Hartfield Playschool	250
British Legion	60
Hatch	170
Pulse / Hype	200
Conservators	850
Total requests	5630

11. Matters for reporting and inclusion in future agenda.  
Ear Marked reserves and Asset List.

Date of next meeting – 11<sup>th</sup> September 2017

Meeting closed at 8:45pm