

**MINUTES TO THE MEETING OF HARTFIELD PARISH COUNCIL FINANCE COMMITTEE,  
HELD ON MONDAY 11<sup>th</sup> FEBRUARY 2019 AT 7:30PM IN GOODS YARD HOUSE,  
HARTFIELD.**

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

**Absent:** Cllr B Maude, Cllr C Burnet-Dick and Cllr J Smith.

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

1. To accept apologies for absence  
Cllr Maude and Cllr Smith.
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 and signed as a true record.**
4. To report on Matters Arising from the previous Finance Committee meeting.  
None.
5. To report on account 2018/19.  
The report had been circulated prior to the meeting.  
The only anomaly was the VAT reclaimed. The Clerk explained this should be paid back by HMRC before the end of the financial year.
6. To report on ear marked and general reserve.  
This report had been circulated prior to the meeting. No changes were agreed at the meeting.
7. To review budget and any amendments for 2019/20  
The shortfall on the football club fees was noted. The matter did not justify changing the budget and any shortfall should be covered by reduced grounds maintenance.  
**The Committee agreed the TCPA Committee should review this within their budget and also investigate other income streams.**  
The Committee confirmed the change in the community Warden budget to zero and removed £500 from community grants and increased the salary budget by £1000.  
**The Clerk would amend the budget for circulation to the PC. The Committee noted the salary budget would be exceeded by overtime payable on Goods Yard House.**
8. To receive bank reconciliation  
The reconciliations had been circulated.  
**Cllr Eastwood examined the bank statement and signed the statements and reconciliations to confirm them as a true record.**

9. To Review risk assessment.

This had been circulated prior to the meeting.

**The Committee agreed no changes were necessary.**

**The Committee would ask the TCPA Committee to progress the two year tree survey.**

10. Matters for reporting and inclusion in future agenda.

Grant applications

Auditor appointment

Date of next meeting – 24<sup>th</sup> June 2019

Meeting closed at 8:30pm