

**MINUTES TO THE MEETING OF HARTFIELD PARISH COUNCIL FINANCE COMMITTEE,  
HELD ON MONDAY 27<sup>th</sup> JUNE 2019 AT 7:30PM IN GOODS YARD HOUSE, HARTFIELD.**

**Present:** Cllr R Eastwood (Chair), Cllr B Maude and Cllr A Emery.

**Absent:** Cllr C Burnet-Dick Cllr J Sanders, Cllr G Horner and Cllr J Smith.

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

1. To elect a Chairman  
**Cllr Maude proposed Cllr Eastwood seconded by Cllr Emery and unanimously approved.**
2. To elect a vice Chairman  
**Cllr Maude proposed Cllr Horner seconded by Cllr Eastwood and unanimously approved.**
3. To accept terms of reference  
**Unanimously approved.**
4. To accept apologies for absence  
**Cllr C Burnet-Dick Cllr J Sanders, Cllr G Horner and Cllr J Smith.**
5. To record Members' Declarations of Interest in matters to be discussed.  
The Chair reminded Cllrs to declare when necessary.  
The following personal interests were noted.  
Cllr Emery – School and Cricket Club  
Cllr Maude – Scout group
6. To approve Minutes of previous Finance Committee meeting.  
**Unanimously approved and signed as a true record.**
7. To report on Matters Arising from the previous Finance Committee meeting.  
None.
8. To report on account 2019/20.  
The report had been circulated prior to the meeting.  
The Clerk reported on the change to our banking terms from Barclays costing us a charge per payment.  
**The Clerk would research other options and present them in the Autumn. It was agreed it was not a priority at the moment.**
9. To report on ear marked and general reserve.  
This report had been circulated prior to the meeting. No changes were agreed at the meeting.  
**It was agreed to review this in September when expenditure on Goods Yard House was more clearly known and the quotes for the playground were finalised.**

10. To consider grant applications.

**The applications were reviewed within the limited budget and with high amounts requested it was agreed to reduce amounts requested to ensure groups were provided with some funding.**

**The following grants were agreed subject to ratification by the full parish council.**

Hartfield PCC	500
Cricket Club	250
Colemans Hatch W1	0
Football Club	415
Guides and Brownies	150
1st Hartfield Scout Group	450
Hartfield Medway WI	50
HARTS	100
Hartfield Village Hall	400
Community Transport	920
Hartfield singers	75
British Legion	70
Hatch	100
Hype	120
Conservators	500
Stoolball	100
School	500
History Society	150
Hartfield Tennis Club	£150
Holy Trinity Church	£300
Hartfield Brownies	150

11. To review budget and any amendments for 2019/20

**It was agreed to review this along with the playground proposals and Goods Yard House review in the Autumn.**

12. To receive bank reconciliation.

**Duly received and signed off by the Chair.**

13. To Review risk assessment.

**This had been circulated and was duly accepted by the Committee.**

14. Matters for reporting and inclusion in future agenda.

Budget update

Mid year position

Ear marked reserve transfers

Meeting closed at 8:45pm