**MINUTES TO THE MEETING OF HARTFIELD PARISH COUNCIL FINANCE COMMITTEE, HELD ON MONDAY 8th JUNE 2020 AT 7:30pm (Virtual Meeting via Zoom)**

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

**Absent:** **Cllr J Smith, Cllr G Horner and Cllr C Burnett-Dick**

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

1. To accept apologies for absence

Cllr G Horner.

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.**

1. To report on Matters Arising from the previous Finance Committee meeting.  
   None.
2. To review year to date and budget in light of Covid-19 crisis.   
   The Clerk had circulated a report to the Committee prior to the meeting.  
   The playground known spend above budget was noted and would be offset by the general reserves. All other items were tracking to budget.   
   The Clerk outlined a possible scenario of a 2k deficit depending on how the current covid scenario concluded.   
   The grant received to help those in hardship for £1500 was noted as was the possible grant from WDC yet to be agreed.  
   **The Committee agreed to appoint a sub group of Cllrs Eastwood, Emery and Sanders to review applications against the fund. The Clerk would advertise the fund to the community.**
3. To report on ear marked and general reserve.   
   The Clerk had circulated a report to the Committee prior to the meeting.   
   The Clerk would add the budget items to the Ear Marked Reserves and add to a PC agenda for full PC approval.
4. To review grant applications.   
   The list had been circulated prior to the meeting.   
   **The Committee agreed the following grants:   
     
   Hartfield PCC £500  
   Guides and Brownies £500  
   Scout Group £450  
   Hartfield Village Hall £380  
   Conservators of Ashdown Forest £1000  
   Playschool £550  
   Wealdlink £500 plus quarterly regular contributions as previously budgeted.   
   Air Ambulance £250**  
     
   *Cllrs Maude and Emery declared an interest (Scouts)*
5. To receive bank reconciliation.  
   **Duly circulated. The Chair had checked and signed it.**
6. To review risk assessment.  
   This had been circulated and was accepted at the meeting. The Clerk reported the removal of the playground item as it had now been renewed. The Clerk also reported on the possible need for an update if regulations on Covid procedures were introduced for parish councils.   
   **The Chair agreed to action the risk action section and circulate to the committee before the next finance meeting.**
7. To review banking arrangements for 2020/21  
   The Clerk reported on the options and current situation.  
   **The Committee agreed to change to Unity Bank for the current account and the best interest rate from either NSI or Nationwide for savings.  
   Cllrs Emery, Eastwood and Horner would also be added as signatories.**
8. Matters for reporting and inclusion in future agenda.

The grant for the defibrillator was noted. **The Committee agreed to progress the defibrillator project for Upper Hartfield costs likely to be £1500 from reserves in the absence of fun run monies.**  
The speed survey costs were noted.   
**The Committee agreed to refer the proposal to the PC meeting to agree 5 site surveys at a cost of £1500.**

Date of next meeting – TBC

PC meeting 6th July 2020.

Meeting closed at 8:40pm