

HARBERTON PARISH COUNCIL

Minutes of the meeting of the Finance Committee of Harberton Parish Council
7.30pm on Tuesday 5th April 2016, Harbertonford Village Hall Meeting Room

In attendance: Cllrs Beamish, Broom, Camp, Janes, Williams

Apologies: Cllr J.Hockings

Public:1

Clerk: Ms Radford

Agenda

1. **Apologies** As above.

2. **Report on actions from the minutes**

Community Benefit Fund Bank Account It was reported that the Clerk is waiting for Barclays Bank to amend the complex banking mandate before Community Benefit Funds are transferred from the Lloyds Bank account.

Accounting Layout The Internal Auditor has agreed to work with the Clerk on a new approach to laying out the accounts to more clearly separate the Community Benefit Fund income. A meeting will be arranged following the busy end of year audit period.

Toll House Cycle Path Funds The Clerk had made enquiries to the County Council with regard to the outstanding invoice but had not received further information as to whom to contact. It was suggested that an approach be made to the Neighbourhood Highways Officer for more information.

3. **Receive budget report from the Clerk.**

The Clerk had produced a first draft fourth quarter financial report in advance of the meeting for review. It was reported that a final draft would be produced now that the end of year bank statement had been received.

The paperwork had been received from the External Auditor and an appointment had been made with the Internal Auditor to review the end of year accounts before review by the Full Council and submission.

4. **Review applications to the Community Benefit Fund and consider grant recommendations**

A representative from the Harbertonford Sports and Social Group attended the meeting in order to introduce their application. Councillors asked questions with regard to the proposed event and made some comments before the representative left the meeting.

The finance committee discussed each application and resolved to make the following recommendations to the Full Council.

Project Summary	Amount Requested	Finance Committee Recommendation	Conditions or Reason for Objection
Jan Culf: Village Bunting Replenishment: Bunting bought for Harberton Village in 1995 though collection and replenished in 2000 by Harberton Folk needs replenishing again. The application is made in advance of the Parish Hall's 20 th Birthday celebrations and the Harberton Strawberry Fayre	£108.00	Offer 100% of requested amount (£108.00)	No conditions
Harbertonford Sports and Social Group (HSSG): Harberton Parish Great Outdoors Day. A day of activities for everyone in the Parish focusing on promoting exercise and fun in the great outdoors as well as village life and community spirit. The day will include free bicycle maintenance workshops, free parkour sessions, free archery sessions, free kite making workshop, café, dog grooming, space for business promotion.	£1701.30	Offer 80% of the requested amount (£1361.00)	It is recommended that HSSG are requested to provide 20% of match funding (£340.30) by whichever means they see fit – suggestions include either procuring business sponsorship, requesting a small charge for participation or using HSSG reserves.

Harbertonford Village Hall Committee: Renewal of fire escape doors The wooden fire doors leading to the disabled ramp are rotting away so the proposal is to replace them with new white PVC doors with the escape on inside of doors.	£1000.00	Offer 100% of requested amount (£1000.00)	No conditions.
---	----------	---	----------------

5. **Confirmation of next meeting date** 7.30pm Tuesday 5th July 2016

Meeting closed at 20:18