

## HARBERTON PARISH COUNCIL

Meeting of the Finance Committee of Harberton Parish Council

7.30pm on Tuesday 5<sup>th</sup> July 2016, Harbertonford Village Hall Meeting Room

Present: Cllrs Beamish (late), Camp, Janes, Hockings, Williams

Apologies: Cllr Broom

Clerk: Ms Radford

### MINUTES

1. **Apologies** were received as above. In Cllr Broom's absence, Cllr Camp took the chair.

2. **Declaration of interests on items on the agenda** No interests were declared.

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

Community Benefit Fund Bank Account It was reported that Barclays had not received the clerk's letter with instruction to cancel debit cards on the account. A letter was signed by all three signatories to deliver, by hand, to Barclays.

Accounting Layout The Internal Auditor has been unwell and therefore has not been able to meet with the clerk following requests to update the accounting layout to more clearly separate out the Community Benefit Fund income. The clerk will consider ways to make this clearer in the meantime.

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

The clerk had produced a first quarter budget report for review ahead of the meeting. It was reported that Internal Auditor fees had been greater than expected, due to the usual auditor being too unwell to undertake the work and a replacement found. It was noted that the insurance premium was significantly under budget.

It was noted that the Town and Parish Funded Toll House Cycle Path Project had now been paid and therefore funds were no longer in reserve.

The clerk had produced a bank reconciliation that was accepted by the committee, showing a balance of £38667.46, including reserves.

Balance	£38,667.46
Community Benefit Fund reserves	£23,843.00
Salary overtime reserves	£1,357.00
<b>Total</b>	<b>£13,467.46</b>

It was reported that the 2016 annual community benefit payment from Lightsource Renewable Energy had been delayed. The Council had been informed that an increase is due according to the retail price index. The figures will be published on 19<sup>th</sup> July and therefore payment will be processed on the 20<sup>th</sup> July.

It was reported that a letter had been received from Lloyds Bank to inform the Parish Council that the current account changed to a classic account on 14 June 2016, with changes to overdraft interest rates and the opportunity to apply for a visa debit card and register for telephone, internet and mobile banking in branch.

A further letter was received with regard to a change in terms and conditions relating to overdraft interest.

A letter had been received from Barclays Bank informing the Parish Council that the amount of money protected by the Financial Services Compensation Scheme (FSCS) has reduced from £85,000 to £75,000.

The clerk had completed a change of mandate form to become a signatory on the current account. This was signed by Cllrs J. Hockings and Janes.

## 5. Review applications to the Community Benefit Fund and consider grant recommendations

The finance committee agreed the to make the following grant recommendations to the Parish Council:

Project Summary	Amount Requested	Finance Committee Recommendation	Conditions or Reason for Objection	Method of payment
<b>Harberton and Harbertonford History Society:</b> Purchase of PA system to hear speakers clearly and purchase of video camera, stills camera and accessories for recording talks for the archive and website and to undertake a 'listening project' to record the experiences past and present of residents from both villages.	£522.07	Offer 100% of requested amount (£522.07)	Cllr Nick Williams has a similar PA instead of purchasing new, if this is considered acceptable.	On receipt of grant acceptance with cheque.
<b>Eve Sanders Help Eve raise £3000 for Meningitis Research Foundation</b> If I complete my fundraising goal this August I shall be summiting Mt Kilimanjaro to raise awareness of meningitis and septicaemia. I propose to give a talk about my trip to the village on my return.	£300	Offer 100% of requested amount (£300.00)	The amount of £300 will be granted to Eve Sanders on the condition that a talk is given to the community on her return. The talk shall focus on raising awareness of meningitis and septicaemia and must be well publicised to benefit as many members of the community as possible.	Pay by cheque when assured that the figure of £2700 has been raised.
<b>Harbertonford Football Club: Football Club Clubhouse Door</b> Replace existing door with new double glazed one.	£723.46	Offer 100% of requested amount (£723.46)		On receipt of grant acceptance with cheque.

## 6. Confirmation of next meeting 7.30pm Tuesday 4<sup>th</sup> October 2016

Meeting closed at 20:05