

## **HARBERTON PARISH COUNCIL**

Meeting of the Finance Committee of Harberton Parish Council

7.30pm on Tuesday 1<sup>st</sup> May 2018, Harbertonford Village Hall Meeting Room

**In attendance:** Cllrs Beamish, Camp (Chair) Janes, J.Hockings, Williams

**Apologies:** Cllr Broom

**Clerk:** Ms Radford

### **Agenda**

1. **Apologies** were received as above
2. **Report on actions from the minutes** There were none.
3. **Receive end of year budget report**  
The committee reviewed the end of year audit computation and the 'explanation of variances' report prepared for the external auditor.  
  
The Committee paid particular attention to the explanation for high reserves. It was noted that due to the level of 'earmarked reserves' general reserves are very low. It was agreed that if the general reserves were deemed too low that the Finance Committee would recommend to the Parish Council to review the earmarked reserves, particularly that which has been earmarked for future elections, and propose to build these up again in subsequent years.
4. **Review end of year bank reconciliation**  
The Finance Committee reviewed the end of year bank reconciliation and accepted it.  
This showed a balance of £36189.46 including reserves.
5. **Review draft report to external auditor**  
The Finance Committee reviewed remaining documentation that the clerk had prepared for both internal and external auditors and accepted them.
6. **Review applications to the Community Benefit Fund and consider grant recommendations**  
No applications for grants had been received.  
It was noted that having received the 2018 Community Benefit Fund payment of £5656 on 5<sup>th</sup> April 2018, the Community Fund available for grant funded projects stands at £32337.77.  
  
It was noted that £31807.77 of this is held in Barclays Bank and £530 remains in the Lloyds Current Account.
7. **Consider a recommendation to the Full Council on the Clerk's annual review.**  
It was suggested that as the Finance Committee has a remit to advise on employment conditions and other personnel related matters that the Chair of the Finance Committee and the Chair of the Parish Council conduct the Clerk's annual appraisal, due in May.
8. **Confirmation of next meeting date** 3<sup>rd</sup> July 2018