

HARBERTON PARISH COUNCIL

Minutes of the Meeting of the Finance Committee of Harberton Parish Council

7.30pm on Tuesday 1st October 2019, Harbertonford Village Hall Meeting Room

In attendance: Cllrs Beamish, Camp, J.Hockings,
Apologies: Cllrs Janes, Williams
Clerk: Ms Radford

Agenda

1. **Apologies** were received as above.
2. **Report on actions from the minutes** none
3. **Receive end of quarter budget report.** The end of quarter report was received and signed off.
- 3.1. Review allocation of earmarked reserves in light of spending for recommendation No changes were made. **It was AGREED** to review this item forward to the next meeting.
4. **Review end of quarter bank reconciliation** The bank reconciliation was received showing a balance of £47,018.37 including reserves. The bank reconciliation was signed by the chair of the Finance Committee.
5. **Review applications to the Community Benefit Fund and consider grant recommendations** None received.
6. **Personnel:**
 - 6.1. Review Clerk's quarterly overtime claim The clerk confirmed that no overtime claim would be made at the end of Quarter 2 as no overtime had been worked. Over the summer the Clerk had used 18.6 hours of TOIL and 34.73 hours of holiday, leaving 7.67 hours of holiday for the remaining two quarters.
 - 6.2. Pension Regulator It was reported that the Clerk had submitted the redeclaration. The Finance Committee advised the Clerk to write to the employee asking that as they are not auto-enrolled if they wish to enrol into a workplace pension. The Chair suggested that if the employee wished to do this then to consider the Government pension scheme NEST.
7. **Confirmation of next meeting date** Tuesday 7th January 2020