

## **HARBERTON PARISH COUNCIL**

Meeting of the Finance Committee of Harberton Parish Council at 7.30pm on Tuesday 3<sup>rd</sup> October 2023 at Harbertonford Village Hall Committee Room

### **Agenda**

- 1. Apologies**
- 2. Minutes** consider approval of the minutes of the last meeting and report on actions (if any)
- 3. Receive and review end of quarter 1 reports**
  - 3.1. 2023/24 end of quarter 2 financial year budget report\*
  - 3.2. 2023/24 end of quarter 2 bank reconciliation\* for independent review and signature of reconciliation and of bank statements
- 4. Community Benefit Fund**
  - 4.1. **Update on applications made in the previous quarter**
    - 4.1.1. Harbertonford Village Hall
  - 4.2. **Consideration of applications made by deadline of 30<sup>th</sup> September 2023**
    - 4.2.1. TRAYE
    - 4.2.2. Any other applications received
- 5. Review clerk overtime and holiday tracker 2023/24 Quarter 2 and consider overtime payment requests (if any)**
- 6. Consider a date for the Clerk's annual review**
- 7. Confirmation of next meeting date**