

**MINUTES of a Finance Committee Meeting of Tatsfield Parish Council held on the 28<sup>th</sup> November 2022 in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield TN16 2AG commencing at 8.00 p.m.**

**Present:** Ms Alex Davies (in the Chair) Mr Jason Syrett Ms Kim Jennings

**In Attendance:** Samantha Head (Clerk)

And 0 parishioners.

The meeting commenced at 8.00 p.m.

**1. APOLOGIES**

010F/1122 David Pinchin had sent his apologies. These were received and accepted by members.

**2. DECLARATIONS OF INTEREST (relating to items on the agenda)**

None

**3. Approve and sign the MINUTES of the previous meeting held on 31<sup>st</sup> October 2022**

011F/1122 It was resolved that the minutes reflected a true and accurate record of the meeting held on 31<sup>st</sup> October 2022. They were duly signed by the Chair.

**4. Grant requests 2023-24**

The Clerk had prepared a summary of all requests received and those anticipated during 2023-24.

The Clerk had circulated the full submissions to members ahead of the meeting.

Requests received:

Not So Young Club – has requested £335 to cover hire of the WI Hall and insurance for the year.

Members reviewed the club's accounts and noted that it appeared that the club was self-funding.

012F/1122 Members requested that the Clerk write to the club to clarify what expenditure the balance would be used for so that the committee had a better understanding of the club's financial standing before making a final decision.

Parish Magazine – has requested £1000 towards the production / printing costs of the magazine.

Members enquired how the additional fundraising was going.

013F/1122 Members agreed to the request for a £1000 grant.

Composting Group – has requested £655 to cover the cost of servicing the shredder machine.

014F/1122 Members agreed to the request for a £655 grant.

TIB – has requested a grant of £1,200.

015F/1122 Members agreed to the request for a £1,200 grant.

There are other grants made by the Parish Council throughout the year.

TACG insurance. This year's insurance had cost £145.

016F/1122 Members agreed to set aside £175 to cover the insurance next year.

Remembrance Service – Members confirmed that next years' service would not incur much expenditure.

017F/1122 Members agreed to budget £100 towards printing costs for the event.

Christmas Carol Singalong – Members anticipated that expenditure would be at a similar level to this year.

018F/1122 Members agreed to budget £350 for the event.

No other grant requests had been received.

**5. Budget 2023-24**

**a) Check over final draft budget and approve for submission to full council**

019F/1122 Members resolved to set the Grants budget line (4300) at £5,000.

020F/1122 Members resolved to move £1,000 into general reserves.

021F/1122 Members agreed to increase IT software and related budget line (4120) to £1,000.

Members discussed the ongoing refurbishment of the Aileen McHugo Building and works arising from the recent fire risk assessment. Members were unsure whether the £7,500 set aside in budget line 4230 would be sufficient to cover necessary work.

**b) Agree Precept figure to submit to full council for approval**

022F/1122 Members resolved to set the Precept for 2023-24 at £59,000.

**6. Items for Discussion or Referral to Future Agendas**

Aileen McHugo Building refurbishment works / maintenance.

**7. Date for next meeting**

Monday 20<sup>th</sup> March 2023 at 8pm

The meeting closed at 9.25 p.m.