

MINUTES of a Finance Committee Meeting of Tatsfield Parish Council held on the 31th October 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 Mr David Pinchin Ms Kim Jennings

In Attendance: Samantha Head (Clerk)

And 0 parishioners.

The meeting commenced at 8.03 p.m.

1. Election of Chair

Nominations for Chair of the Finance Committee were requested from Members. Jason Syrett proposed Alex Davies and this was seconded by Kim Jennings. The vote was unanimous.

003F/1022 Alex Davies was therefore elected Chairman of the Finance Committee for 2022-23.

2. APOLOGIES

None

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

None

4. Approve and sign the MINUTES of the previous meeting held on 28th March 2022

004F/1022 It was resolved that the minutes reflected a true and accurate record of the meeting held on 28th March 2022. They were duly signed by the Chair.

5. External Auditor's report

The Clerk reported that the PC had passed the external audit with no matters raised. The Clerk noted that the external auditor may change next year.

6. Review Asset Register

The Clerk had updated the Parish Council's Asset Register and had removed the noticeboard on Tatsfield Green and added all newly purchased items, including: the new picnic benches and fixings, new No Dogs signs for the pond and MUGA, new recycled plastic planters, community library and portable sound system. She had also updated the insurance values for the AMB and Village Hall following the reinstatement valuation in the summer.

005F/1022 Members agreed the document and it was signed by the Chair.

7. Review of current year spend

The Clerk had prepared a draft budget based to the known expenditure and income. This had been circulated to members of the Finance Committee. The Chair highlighted a few of the budget lines which were underspends and overspends.

Members reviewed all budget lines. Some small changes were made to the Clerk's suggested figures. There were 10 budget lines which needed to be set: Precept, training, capital expenditure, Neighbourhood Plan, IT software & related, AMB, tree survey, tree work, Christmas Lights, grants.

006F/1022 Members requested the Clerk update the draft budget with the amended and proposed figures for final agreement at the next meeting.

8. Preliminary discussion of priorities for future spending

Members discussed future expenditure. This included the Coronation celebrations scheduled for 6th May 2023.

9. Preliminary discussion on Precept figure for 2023-24

007F/1022 Members discussed the Precept and suggested a provisional amount of £58,000

10. Review of Parish Council's Grant Awarding Policy and set deadline for grant applications for financial year 2023-24

008F/1022 Members reviewed the Grant Awarding Policy and agreed no changes were needed.

009F/1022 Members set a deadline of 18th November 2022.

11. Items for Discussion or Referral to Future Agendas

Aileen McHugo Building refurbishment works / maintenance.

12. Date for next meeting

Monday 28nd November 2022 at 8pm

The meeting closed at 10.06 p.m.