

Hinton Parish Council **Planning & Finance Meeting** held on Tuesday 4th July 2023 in the Parish Office at St Andrews Church Sharpness.7.00pm.

Minutes

In attendance –

Cllr Mills, Cllr Fryer & Cllr Jenkins

Lesley Yeomans Jenkins -Parish Clerk

1. **Apologies & Absence** – Cllr Beard
2. **Declarations of interest on agenda items and consider request for dispensations-** None
3. **Minutes of the last meeting held on June 6th 2023** were taken as read, it was resolved (1 Abstention) that the minutes were a true account.
4. **To consider Planning Applications received from local authority.**
None received.
5. **To receive and note planning application decisions from the Local Authority.**
S.23/0791/HHOLD- 11 Old Brookend -Erection of two storey rear extension. Single storey replacement extension to front and back, two parking spaces, dropped kerb. **Permitted.**
6. **Budget review-** The budget review document was noted by all. Clerk mentioned that she will go into a Natwest bank and chase up the debit card forms, and signatory mandate this has been ongoing since December 2022.
7. **To note & sign the** bank reconciliation & reserves reconciliation for 27.06.23 **Noted by all** and signed by the chair. The Clerk was instructed to look into high interest accounts so any funding monies received may be invested into a higher interest account. Clerk to take advise on ISA's.
8. **To approve payments-**
EE £22.32 Geosphere £86.40 Room Rent £300.00
Cloudy IT £149.00 Avon displays £144.00

It was resolved by all to pay the above invoices.

All allotment income has been received **noted by all.**
9. **Defibrillator-** **it was noted** that the defibrillator has been ordered and the invoice paid. Agreed at full council 27/9/22

10. **Internal controls- It was noted** that the 0.64p error has been corrected. Clerk handed around the scribe report for viewing of the corrected entry. The entry was inputted incorrectly (16) a credit of 0.64p has been re-entered (70)
11. **Clerk Training- It was agreed** that the Clerk attends the financial summit in September 2023 at a cost of £72.00
12. **Park Wooden Benches- It was resolved** to purchase some furniture oil teak/linseed for the benches in the toddler play area. It was also noted that Cllr Birnie has offered to carry out the staining of the benches.
13. **To carry out internal controls**, Check Bank reconciliation, statements and sign. This was carried out by Cllr Mills & Jenkins.
14. **Date of next meeting** 1st August 2023 was noted by all. (Agenda items by noon 26th July 2023)

Meeting closed at 8.06 pm