

Hinton Parish Council **Planning & Finance Meeting** held on Tuesday 9<sup>th</sup> January 2024 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/RFO

**Open Forum-** No members of the public in attendance.

1. **Apologies & Absence** – Received from Cllr Beard
2. **Declarations of interest on agenda items and consider request for dispensations-** None
3. **Minutes of the last meeting held on December 5<sup>th</sup> 2023** were taken as read, **it was resolved** that the minutes were a true account. (1 abstention)
4. **To consider Planning Applications received from local authority.**  
Application arrived after agenda summons was agreed to be looked at.

**S.23/2270/ FUL- Hinton Farm, Hinton, Berkeley, Glos.** Construction of a new slurry pit. Committee **agreed** to support this application

5. **To receive and note planning application decisions from the Local Authority.** None Received
6. **Budget review-**
  - a) The budget review document was **noted** by all. The overspend (8%) on the insurance was explained by the Clerk, which involved the excess on the claim for the wall.
  - b) No virements were considered.
  - c) The fourth draft budget was discussed in length.
    - As user rents have not been increased since 2011, It was agreed by all to increase the recreation field rental charge to £15.00 as from April 1st 2024.
    - Room rent has increased, and the use of the Purton room was added into this heading and donations reduced.
    - The clerk is continuing chasing CRT for the transferred lease,
    - A New Laptop was agreed to be purchased in the budget for 24-2025
    - The Clerk is applying for funding for maintenance of the recreation field via football foundation.
    - The inclusion of a budget figure for the village entrance gates **will not** be added to the precept/budget for this year in order to keep cost down.

- It was agreed that the Clerk will aim to split the budget headings for new financial year for more accuracy on expenditure figures.
- To include predicated income to reduce budget figure to keep costs down.
- To review reserves and allocations next month

Therefore, the Finance Committee agreed to recommend to Full Council a budget figure of £50,605.43.

Then using predictive income of £1000.00 to bring the Precept figure down, the Finance committee agreed to recommend to Full Council a Precept figure of £49605.43, this equates to a Band D figure of £117.77 an increase of £10.00 from last year.

7. **To note & sign the** bank reconciliation & reserves reconciliation for 02.1.24  
**Noted by all** and signed by the Chair.

8. **To approve payments-**

EE £23.15	Christmas trees x1 £34.99	Ashville £225.00
Stamps £6.00	Waterplus £157.20	Hawkins £1221.87
Memorandum £68.64	Viking £4.90	Room Rent £300.00
GPFA £50.00		

**It was resolved** by all to pay the above invoices.

9. **Insurance- It was noted** by all that the insurance claim for the wall at New Street has been settled and the company have been paid for the repair.
10. **Donation- It was resolved** to donate £30.00 for the use of the room at Purton for November 2023 full Council meeting
11. **Terms of reference** – The terms of reference for this committee were reviewed and updated and will be recommend to Full Council. Clerk mentioned she is updating financial regs, and will continue to do so, but has heard that they are being updated nationally.
12. **To carry out internal controls**, Check Bank reconciliation, statements and sign. This was carried out last month by Cllr Reynolds.
13. **Date of next meeting** 6<sup>th</sup> February 2024 was noted by all. (Agenda items by noon 31<sup>st</sup> January 2024)

Meeting closed at 9.30 pm