



Hinton Parish Council **Planning & Finance Meeting** held on Tuesday 2nd July ²⁰²⁴ in the Parish Office at St Andrews Church Sharpness.7.00pm.

Minutes

In attendance –

Cllr Mills, Cllr Jenkins & Cllr Reynolds

Cllr Cooke for item 14

Lesley Yeomans Jenkins -Parish Clerk/RFO

Open Forum- No members of the public in attendance.

1. **Apologies & Absence** – None
2. **Declarations of interest on agenda items and consider request for dispensations-** None
3. **Minutes of the last meeting held on June 4th 2024** were taken as read, **it was resolved** 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-**
None Received
6. **Budget review-**The budget review document was discussed and **noted** by all. The Clerk mentioned that the laptop has been purchased under General Admin, and explained the minus £100.00 was due to a late double entry carrying over from 2023/2024,and confirmed no monies have been lost. All paper work was viewed.
7. **To receive, note & sign the** bank reconciliation & reserves reconciliation for 27.06.24. The documents were received, **Noted by all** and signed by the Chair.
8. **To approve payments-**

EE £24.08	Room Rent £360.00
Waterplus £7.66 Purton	Waterplus £6.54 Sanigar
Kompan £1062.16	Kompan £592.64
Ahville £187.50 (Rent)	Cloudy £149.99
Viking £47.59 (late invoice)	Hawkins £1078.26(April-June)

It was resolved by all to pay the above invoices.

9. **It was resolved by all** for the Clerk to attend the planning summit on July 10th 2024 at a cost of £68.00.
10. **It was received and noted** by all of the bank charges of £24.00 that have been charge to the current account following payments returned on 26/4/2024
11. **It was noted by all** that the AGAR (Annual return) for Hinton Parish Council is in the queue for processing.
12. **It was noted** that the HMRC intermediate compliance audit has been completed and the Council are compliant with their duties.
13. **It was resolved by all** to donate £120.00 for the lamppost poppies. As donations have been reduced this year, it was resolved to recommend to Full Council, (FR 2022 4.9) that the payment is taken from EMR Pumpkin carving event, which will still leave funds for this.
14. **To carry out internal controls**, Check Bank reconciliation, statements & invoices and sign. **Internal Controls were carried** out by Cllr Cooke.
15. **Date of next meeting** 6th August 2024 was noted by all. (Agenda items by noon 31st July 2024)

Meeting closed at 8.00 pm