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**Draft Minutes of Finance Committee held on 4<sup>th</sup> March 2020**

**Meeting commenced at 7.00pm**

<b>Minute</b>	<b>Action</b>
1125	<b>Attendance:</b> Cllrs Baxter, Nicklen, Thornton, Glynn-Davies, Vimpany <b>Clerk :</b> C. Stephenson <b>Non attendance or apologies :</b> Cllr Mansfield
1126	<b>Apologies:</b> Cllr. Mear
1127	<b>Declarations of Interest and requests for DPI Dispensations for items on this agenda :</b> None
1128	<b>Minutes of meeting held on 5<sup>th</sup> February 2020</b> – Clerk advised councillors on actions from previous meeting – <ul style="list-style-type: none"><li>- Progressing cancellation of mobile phone insurance.</li><li>- Cllr Mansfield has offered, through Centre Committee, to fix leaded light bars to double doors</li><li>- Virements have been made as requested</li><li>- Bench at Malthouse Meadow being ordered</li><li>- JSPC have advised they are unable to match price already obtained for new laptop. Clerk and Cllr Baxter to make purchase as previously agreed.</li><li>- Dates changed in Vision statement as requested.</li></ul> <p>Councillors <b>agreed</b> the minutes are a true record of that meeting and they were duly signed.</p>
1129	<b>Public Participation :</b> There were no members of the public present
1130	<b>List of payments for approval up to 27<sup>th</sup> February 2020:</b> Cllrs <b>agreed</b> the list of payments totalling £8,912.95.
1131	<b>Verification of two bank accounts and reconciliation statements up to 27<sup>th</sup> February 2020 and Nationwide bank statement and reconciliation up to 1<sup>st</sup> February 2020</b> – Cllrs <b>agreed</b> all bank statements and reconciliation statements and these were duly signed by Cllr Nicklen.
1132	<b>Budget printouts 2019/20 up to 27<sup>th</sup> February 2020</b> – Councillors <b>noted</b> the figures provided.
1133	<b>Councillors considered the following outstanding financial items :</b>

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|----|--|------------------------------|
| a) | - Replacement of external fire escape door and frame due to very poor condition, security and staff safety reasons, Councillors <b>agreed</b> to proceed with this door now and the quote obtained, for the reasons stated using budget code 4745.   | <b>Clerk</b>                 |
| b) | - Purchase of juniper trees for Malthouse Meadow total cost £34.95. <b>Agreed</b> budget code 4365.  |                              |
| c) | - Purchase herbs for Malthouse Meadow. <b>Agreed</b> up to £50 max spend budget code 4352  | <b>CGD</b>                   |
| d) | - Chairman's Charity, budget code 4255 – Cllr Baxter nominated split equally between Age UK and Lancing and Sompting Foodbank. <b>Agreed</b>   | <b>Clerk</b>                 |
| e) | - Purchase of 1 cycle/planter as shown to councillors for HJC car park cost £225 plus delivery, budget code 4400. <b>Agreed</b> . Clerk to add item to next agenda for Amenities and Environment Committee - to consider suitable locations across Sompting for public cycle stands and to add to Sompting walkabout list. | <b>Clerk</b><br><b>Clerk</b> |
| f) | - Grant application received from SRWA Allotment Club. Given the quote obtained is only valid for 30 days, councillors are very keen to support this application and agreed to deal with this application at this meeting rather than delay to next financial year. Councillors <b>Agreed</b> £250 grant                   | <b>Clerk</b>                 |
| g) | - Councillors acknowledged there may be a need to make financial provision to deal with any related coronavirus matters, but will deal with these at the time if and when necessary. <b>Agreed</b>   |                              |

1134      **Sompting Recreation Ground public conveniences** – Clerk advised District Council have kindly agreed to add 10% to all future event bookings on the recreation ground starting 1.4.20. Unfortunately it was too late for this to be added to bookings for football pitches as the invoices for 20/21 have already been sent out. **Noted**

1135      **Date of next meeting** : 7pm on Wednesday 1<sup>st</sup> April 2020.

**Meeting closed at 8.02pm**

**Signed** .....  
**Chairman**

**Dated** .....