

HARTLEBURY PARISH COUNCIL

Clerk to the Council - L Cleaver
Email: Hartlebury.Clerk@gmail.com
Website: My Parish Hartlebury.

Finance Committee Meeting “Virtual” to be held Monday 16th November 2020 commencing at 7.00pm. This virtual meeting is due to COVID -19 to ensure council functionality.

AGENDA

Please note that photographing, recording, broadcasting or transmitting the proceedings of this meeting is permitted in compliance with the Openness of Local Government Bodies Regulations 2014. Those who attend should expect that they may be filmed, recorded, photographed or otherwise reported about. In preparation for the meeting please contact by email Councillor Sheridan Tranter (s.l.tranter.hpc@gmail.com) to confirm you wish to join the meeting and he will provide you with the relevant details, or telephone number him on 07813 623458.

1. Apologies.
To receive any apologies.
2. Declarations of Interest.
Councillors are reminded:-
 - a) Of the need to update their register of Interests form.
 - b) To declare any Disclosable Pecuniary Interests (DPI) in agenda items and their nature.
 - c) To declare any Other Disclosable Interests (ODI) in items on the agenda and their nature. Councillors, who have declared a DPI or an ODI which falls within the terms of paragraphs 9 and 11 of the Code of Conduct, must leave the “virtual “meeting room for the relevant items unless granted a dispensation.
3. Dispensations.
To consider any written requests from Parish Councillors.
Dispensation (as required via Localism Act 2011 s33) are to be emailed to the Clerk at start of the meeting.
4. Minutes of previous meeting.
To approve minutes of the last meetings held Monday 12th October 2020
5. Allotments,
 - a) Dog Poo Bins –item cancelled not permitted on private ground.
 - b) Signage – to inform that ground is private.
 - c) Concerns over gate installations, houses backing onto Allotment ground giving home owners access onto private ground.
 - b) Any further update
6. Budget v Actual 2020/21
 - a) Review end October 2020.
 - b) Does the Committee wish to consider any budget amendments.
7. Bank Reconciliation
 - a) To review the position end October 2020
8. To consider payments for approval: -
 - a) R Mullet £
 - b) Data Protection Fee Renewal £40.00 (GDPR)
 - c) Top Cut October Invoice £
 - d) Any other late invoices to be considered.

9. Village Hall Surrounds.
 - a) Solutions to the “Jungle” area by Village Hall already circulated 25th September 2020, meetings to take place with the Clerk, update next meeting.
10. Parish Lengthsman.
 - a) No training update
11. HSBC Bank Concerns
 - a) Statements not being received, update by Cllr Tranter.
12. Supplier Registration- still live from July
13. Future- Possible Revenue Streams
 - a) Football pitches, update by the Chair.
 - c) Village Hall update following informal meeting 2nd November Cllrs Buck and Ingham..
14. CALC Training £150.00 “Flying Start” Full Council, Wednesday 9th December 7.00 - 9.00pm with Gill.
15. CALC Training £40.00 Clerks Toolkit & CiLCA Training Wednesday 6th January 9.00am until noon.
16. Notice Board- Update with regards costs to repair Cllr Ingham.
17. Repair to the glass at bus stop, photos provided, to repair or take out glass completely details as discussed at previous Council meets.
18. Possible New Website to consider 3 x quotations from the Website Working Party by Cllr Tranter.
19. Street Food Vending –Pop up by the MUGGA – Donation consideration.
20. Asset Register.
21. Notice from WDC – Parish Precepts and Council Tax 2021/22- no later than Friday 29th January 2021, action plan required.
22. Possible work for new Handyman/Maintenance Person. Repair to broken slat on seat, Paint to village hall steps (H&S concern), Stain all seating/tables around the village hall and play areas to preserve timber.
23. Any other matters for urgent consideration.
24. Items for future agendas, review bore hole with a talk by a member of the public.
25. Date of next meeting, Monday 14th December 2020

26. UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS)ACT 1960, THE PUBLIC AND REPRESENTATIVES OF THE PRESS AND BROADCAST MEDIA BE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING BUSINESS AS PUBLICALLY WOULD BE PREJUDICIAL TO THE PUBLIC INTEREST BECAUSE OF THE CONFIDENTIAL NATURE OF THE AGENDA ITEM – Land at Chadwick Bank.

Hartlebury Parish Council Finance Committee. Cllrs Tranter (Chair) C Atkinson, A Buck, A Evans & T Ingham..