

## BEARSTED PARISH COUNCIL

### Minutes of the Finance Committee meeting of Bearsted Parish Council held at Madginford Hall, Bearsted on Wednesday 5<sup>th</sup> April, 2017

**Present:** Cllrs Paul Young (Vice Chair)  
Richard Ash  
Geoff Bennett  
Pat Marshall MBE  
Fiona Redman

There was one member of the public in attendance. The minutes were recorded by Cllr Fiona Redman in the absence of a clerk.

**1. Apologies and absence**

Apologies were received from Helena Goodwin (conflicting appointment), Jon Hughes (work commitments), and Richard Camp (work commitments) and were accepted.

**2. Declaration of Interests, Dispensations, Predetermination or Lobbying**

Cllr Pat Marshall declared an interest with regard to the proposed donation to the Bearsted and Thurnham Fayre Committee.

**3. Minutes of the last Finance committee meeting.**

The minutes of 25.1.17 were **agreed** as a true record and will be signed at the next meeting.

**4. Matters arising.**

There were no such matters.

**5. Financial Matters.**

**a. Policies/Donation to Bearsted Fayre**

It was agreed that a donation of £500 against the existing Grants and Donations policy will be awarded to Bearsted and Thurnham Fayre Committee. Apologies to the Bearsted and Thurnham Committee for the delay will be relayed by Mrs Pierce. This was agreed by a vote of four in favour and one abstention.

The Grants and Donations policy is to be reviewed by all for approval at next Full Council meeting. It was agreed that the Donation and Grant elements to be both included in the policy but the donation criteria needed to be downscaled. Cllr Young will review all other outstanding policies and will make recommendations on the next policies to be reviewed.

**ACTION: PY/RC**

**b. Outstanding payment.**

Following investigation, it was agreed that a previous councillor should receive an additional £80 following a mistake by BPC in the tax year 2014/15. This was agreed by all.

- c. Timesheets  
The timesheets from Mrs S Lewis and Ms N Line were approved following review.
- d. Cheque List  
The invoices were not present and therefore it was difficult for the committee to sign these off. These will be reviewed again at full council. There were some queries around Lottery Licence, Madginford Hall invoice time periods which will be further investigated.  

**ACTION: PM/PY/RC**
- e. Income and Expenditure  
This was not available for discussion. Cllr Young will ensure that this is available for next week's full council. Income and Expenditure for February and March to be prepared for full council.  

**ACTION: PY**
- 6. **Correspondence.**  
There was no correspondence to discuss.
- 7. **Future Agenda Items**  
To review all standing orders.
- 8. **The date of the next meeting will be Wednesday 7<sup>th</sup> June 2017 at the Madginford Hall.**

**There being no further business to transact, the meeting ended at 20:35hrs**

**Signed..... Date.....**