TANGMERE PARISH COUNCIL



 Tangmere Village Centre

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**Finance Committee**

Minutes of Meeting of the Finance Committee

 held on 28 November 2023 at Tangmere Village Centre

**Present:**

Councillors James Stanbridge (Chairman), Andrew Irwin, Kate Beach, Simon Oakley and Roger Birkett

**In attendance:**

Caroline Davison – Parish Clerk and RFO

**Apologies**

249.Councillor Trevor Ware sent his apologies as he had preexisting commitments as Father Christmas.

**Declarations of Interest**

250. Councillor Simon Oakley declared non-pecuniary interests, in general terms, as a member of West Sussex County Council (WSCC).

**Income & Expenditure**

251. Members received and noted the income and expenditure figures for the Parish Council and Village Centre for November 2023.

**Payments above £500**

252. A schedule of the payments above £500 made in November 2023 was received and noted.

**Budget 2023/24**

253. Members noted and approved budget overspends in the following nominal code/cost centres:

* 301/4037 Cricket Square Maintenance to cover the hire of an aerator.
* 101/4056 Other Professional Fees
* 101/4042 Small Tools/Equipment to cover the cost of a replacement CCTV recorder/and replacement camera(s)

It was determined to reflect these in the Budget 2023/24 as overspends rather than to make virements between budget/cost centres.

**Interim Internal Audit Report**

254. The Interim Internal Audit Report for the Year Ending 31 March 2024 was received and noted. The Internal Audit was carried out on 6 December 2023.

**Projects**

255. An update report was received in respect of any new issues relating to the following projects:

1. Changing Rooms – S106 Sports & Leisure
2. Car Park – S106 Community Facilities
3. Kitchenette – S106 Community Facilities
4. Storage Cupboard in Community Hall – CIL
5. Stage Flooring and Stage Lights
6. Painting of Stage Flooring and Boxing in for Air Source Heat Pump

**UKEP and REPF Applications**

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1. It was noted that an Introductory Meeting with CDC to explore projects which might be supported by these funding sources had been held on 30 November at 10.00am.
2. Members noted the decisions made at the Full Parish Council Meeting held on 23 November 2023 to determine the authorisation and process for preparation and authority for funding applications for those projects where the Council can meet the match funding requirements.
3. It was determined to progress applications for the following projects:
	* Phase Two Air Source Heat Pumps
	* Stage Flooring
	* Outdoor Space for Teddy Wilfs Nursery

**Date of Next Meeting**

257. It was noted that the next Finance Committee Meeting was scheduled for 20 February 2024.

**Exclusion of the Press and Public**

258. **Resolved** that 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 the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

**Teddy Wilfs Contract**

259. Members

**Hall Hire Fee Proposal**

260. The Hall Hire Fee Proposal Report was noted.

**Draft Budget**

261. A baseline budget for 2024/25 was agreed for final working and determination at the Full Parish Council meeting to be held on 11 January 2024.

Meeting ended 9.54pm

Signed ………………………………………………… Chairman of Committee

Date …………………………