TANGMERE PARISH COUNCIL



 Tangmere Village Centre

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**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, Roger Birkett and Trevor Ware

**In attendance:**

Caroline Davison – Parish Clerk and RFO

Councillor George Bailey

**Apologies**

238.All members were present at the Meeting

**Declarations of Interest**

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

**Income & Expenditure**

240. Members received and noted the income and expenditure figures for the Parish Council and Village Centre for October 2023.

**Payments above £500**

241. A schedule of the payments above £500 made in the last two months was received and noted.

**Projects**

242. An update report was received in respect of the following projects which had been discussed and progressed at the Full Parish Council Meeting held on 23November 2023:

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. Drainage Works – Tangmere Road – Operation Watershed

**UKEP and REPF**

243.

1. It was noted that an Introductory Meeting with CDC to explore projects which might be supported by these funding sources had been arranged for 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.

**Hedge Reduction Works**

244. The Clerk reported that the preferred contractor for progressing these works had advised that they might no longer be available during January and February when these works were required to be undertaken. It was noted that the additional funding required to employ an alternative contractor to reduce the height of the hedges was not available this Financial Year. Members agreed that it was still necessary to face the hedges even if they couldn’t be reduced in height. It was proposed therefore that the regular grounds maintenance contractor was asked to face the hedges this financial year before the growing season begins and then the hedge reduction was carried at the end of Autumn/Winter next year.

**Interim Internal Audit**

245. It was noted that the Interim Internal Audit was scheduled to take place on 6 December 2023.

**Date of Next Meeting**

246. It was noted that the next Finance Committee Meeting was scheduled for 19 December 2023.

**Exclusion of the Press and Public**

247. **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.

**Draft Budget**

248. The first draft of the budget for 2024/25 was considered including proposals from local groups for funding support.

Meeting ended 9.00pm

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

 Date …………………………