

**MINUTES of a Finance Committee Meeting of Tatsfield Parish Council held on the 30<sup>th</sup> November 2023 in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield TN16 2AG commencing at 8.00 p.m.**

**Present:** Mr Jason Syrett (in the Chair) Mr David Pinchin Mr Dave Mitchell

**In Attendance:** Samantha Head (Clerk)

And 0 parishioners.

The meeting commenced at 8.02 p.m.

**1. APOLOGIES**

031F/1123 Kim Jennings had sent her apologies. These were received and accepted by members.

**2. DECLARATIONS OF INTEREST (relating to items on the agenda)**

None

**3. Approve and sign the MINUTES of the previous meeting held on 25<sup>th</sup> September 2023**

032F/1123 It was resolved that the minutes reflected a true and accurate record of the meeting held on 25<sup>th</sup> September 2023. They were duly signed by the Chair.

**4. Grant requests 2024-25**

The Clerk had circulated all grant requests received by the deadline to members of the Finance Committee.

Requests received:

Tatsfield in Bloom – has requested a grant of £1,200.

033F/1123 Members agreed a request for a grant of £1,200.

St. Mary's Church, Tatsfield – has requested £1,200 towards the creation of a new Memorial Garden for the burial of ashes at St. Mary's.

Members discussed the proposal and noted that the Parish Council had already provided a grant for the planning application fee for the extension of the churchyard.

034F/1123 Members agreed a grant of £300 to enhance the project / pay towards some planting, on the condition that the PC has sight of accounts relating to this (as per the T&Cs of the PC's Grant Awarding Policy).

Not So Young Club – has requested £600 to fund 2 days out – one to Herons Bonsai (approx. cost £250) and the other for a mystery tour (approx. cost £350).

035F/1123 Members agreed a grant of £350 to fund one of the days out.

Composting Group – has requested £725 to cover the cost of servicing the shredder.

036F/1123 Members agreed a grant of £725.

TACG – has requested a grant of £343.44 to pay for a new brush cutter.

037F/1123 Members agreed a grant of £200 towards a new brush cutter.

Parish Magazine – has requested a grant of £500.

038F/1123 Members agreed a grant of £500.

**5. New Parish Laptop**

The Clerk had circulated details of the quote she had obtained from Computer Solutions. This included costings for a new laptop, set up of new laptop and transfer of files from existing laptop to new one, anti-virus software and Microsoft 365 (personal).

039F/1123 Members approved the expenditure for the new PC laptop.

**6. Budget 2024-25**

**a) Check over final draft budget and approve for submission to full council**

040F/1123 Members resolved to set the Grants budget line (4300) at £4,500.

041F/1123 Members confirmed that the Neighbourhood Plan budget line (4291) should be set at £0.

042F/1123 Members resolved to set the Aileen McHugo Building budget line (4230) at £3,000.

043F/1123 Members resolved to set the Capital Expenditure budget line (4110) at £3,500.

044F/1123 Members resolved to set the Repairs and Maintenance Recurring budget line (4205) at £1,000.

045F/1123 Members resolved to increase the Village Hall budget line (4220) to £4,500.

046F/1123 Members resolved to set up a new budget line for Furze Corner and allocated a budget of £8,000.

**b) Agree Precept figure to submit to full council for approval**

047F/1123 Members resolved to set the Precept for 2024-25 at £63,000.

**7. Items for Discussion or Referral to Future Agendas**

None

**8. Date for next meeting**

March 2024 – date tbc.

The meeting closed at 9.10 p.m.