



Midhurst Town Council

**A MEETING OF THE FINANCE ASSET AND POLICY COMMITTEE
TOOK PLACE ON MONDAY 8th OCTOBER 2019 AT 7:00pm
IN THE MIDHURST TOWN COUNCIL OFFICE, THE OLD LIBRARY,
KNOCKHUNDRED ROW, MIDHURST**

MINUTES

Present: Cllr C. Lintott (Chairman), Cllr L. Jefferies, Cllr S. Morley, Cllr J. Sutton

Officer: Melanie Kite, Town Clerk

No members of the public attended.

F/29/19 – Chairman’s Announcements

The Chairman reminded the committee that the meeting was being recorded for the purpose of the Clerk’s Minutes only.

F/30/19 - Apologies for Absence

Cllr G. McAra, Cllr M. Purves, Cllr J. Travers

F/31/19 - Declarations of Interest

None declared

F/32/19 – Matters Arising From the Minutes of the Meeting held on 9th September 2019

None

F/33/19 – Minutes of the Asset sub-committee

The three companies tendering for the ground works contract at the recreation ground had been notified of the outcome ahead of the Minutes being approved.

The Chairman reminded members of the requirement for minutes to be firstly approved then adopted by full council prior to announcing the content publicly especially relating to the result of any tender process.’

It was resolved to approve the Minutes

Proposed Cllr Sutton, seconded Cllr Morley.

F/34/19 - Representations from the Public

No members of the public were present.

F/35/19 – Financial Reports for end September 2019

Payments and receipts were noted with no further questions.

The detailed income and expenditure statement showed, at this six-month stage of the year, that overall the accounts are within budget.

F/36/19 – Bank Reconciliation

The bank statement for September 2019 was reconciled as agreed, and initialled back to the original bank statement by Cllr Lintott.

F/37/19 – Budget 2020/21 – First Draft

Cllr Lintott explained the budget lines which were further discussed.



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Income – 2019/20 was the last year in which Chichester District Council gave Precept grant.
Expenditure – the main increases are noted in: future projects for the town, town floral displays and Christmas lights, IT service support and the purchase of a new grass mower.
Following further refinements, the second draft budget will be presented at the November meeting.

F/38/19 – Annual Governance and Accountability – Section 3

The Clerk confirmed that the external auditor had approved and signed Section 3 of 2018/19 accounts. 2018/19 AGAR is available to see on the Council website and notice board.

F/39/19 – Town Flowers

It was resolved to approve expenditure of £10,400 for the town floral displays in 2020.
Proposed Cllr Sutton, seconded Cllr Morley unanimously agreed.

F/40/19 – NatWest Bankline

The Council is now set up to pay invoices via BACS.

There being no further business the Meeting was closed at 8:50pm.

Signed:.....
Chairman

Date.....