



# Midhurst Town Council

A meeting of the **FINANCE ASSET AND POLICY COMMITTEE**  
took place on Monday 26<sup>th</sup> October 2020 at 7:30pm  
by virtual conference due to COVID-19

## MINUTES

**Present:** Cllr M. Richardson (chairman), Cllr L. Jeffries, Cllr C. Lintott, Cllr G. McAra, Cllr. A. Procter, Cllr J. Sutton, Cllr J. Travers

**Officer:** Melanie Kite, Town Clerk

**F/92/20 - Chairman's Announcements** - The meeting is being recorded.

**F/93/20 - Apologies for Absence** - There were no apologies.

**F/94/20 - Declarations of Interest.** None declared at this time.

**F/95/20 - Matters Arising from the Minutes of the Meeting Held on August 2020.** – there were no matters raised.

**F/96/20 - Public Participation Session.** No members of the public were present.  
Reconvene Meeting

**F/97/20 - Financial Reports to end September 2020.**

Payments and receipts in September were agreed as:  
Net Payments £3,646.07; Net Receipts £96,668.84

Payments made in the month over £500

Orbis, IT support - £1,333, Midhurst Tourism, donation £750

Receipts in the month over £500

CDC, Second payment of Precept £92,562, Midhurst Funeral Care £694

**F/98/20 - Bank Reconciliation** – The bank statements for September 2020 showed total balances £351,264.49 This will be signed as agreed back to the original bank statements at a later date.

**F/99/20 – Budget 2021/22.V2 Draft.** – A detailed discussion took place. Amendments were made which the Clerk/RFO will feed into the draft document and the Precept and Band D figures will be updated. This will be presented at the next meeting for further discussion.

**F/100/20 –Internal Audit Review** – The chairman thanked the Clerk for getting the documentation together and answering questions.

The committee acknowledged the recommendations made by the auditor. The Clerk will act on the recommendations in the report.

The committee approved the report.

Proposed Cllr Lintott, seconded Cllr Travers all agreed.

**F/101/20 - St Ann's Hill** – Cllr McAra's Business case for acquiring, improving and managing the area had been previously circulated.



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- Informal discussions have been made. It is anticipated that a formal proposal will be submitted by the end of the year and to be able to take over the grounds in Spring 2021.
- The proposed programme to restore the site is three years.
- Budget estimates – work £10,000 for three years, total £30,000. Grants will be sought.

The committee agreed that St Ann's Hill is an important and historic location in the town and surrounding area, being the location for one of the few Motte and Bailey Norman castles in West Sussex. To restore this site would be of great benefit to Midhurst, both for tourism and local residents. It was agreed that it cannot be left to deteriorate further.

The committee approved the project. Cllr Watts and McAra will continue their work on this project.

**F/102/20 - Rialtas Accounting Management System** - The Clerk put forward a request, upheld by the auditor to switch to the Rialtas accounting system. This is a dedicated accounting system for councils and recommended by the auditor.

The clerk will download all historical data from the current system and instruct Rialtas of the committee's decision.

Proposed Cllr Richardson, seconded Cllr Travers, six agreed. Cllr Lintott abstained. Motion carried.

**F/103/20 - Matters of Report** – no matters raised.

The chairman closed the meeting at 20:46pm

Signed \_\_\_\_\_  
Chairman

Date \_\_\_\_\_