



# Midhurst Town Council

A meeting of the **FINANCE ASSET AND POLICY COMMITTEE**  
took place on **Monday 25th January 2021 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/001/21 - Chairman's Announcements** - The meeting is being recorded.

**F/002/21 - Apologies for Absence** - None

**F/003/21 - Declarations of Interest.** None declared at this time.

**F/004/21 - Matters Arising from the Minutes of the Meeting Held on 4th January 2021** – No matters were raised.

**F/005/21 - Public Participation Session** – No members of the public were present.  
Reconvene Meeting

**F/006/21 - Financial Reports to end December 2020-** These were noted as:

Total Payments £12,256

Payments over £500: Salaries - £5,958

Grants: Home Start Chichester £800, Life Centre £739, MIND West Sussex £1,261, Arun and Chichester Citizens Advice £500, South Pond Group £400

Moore & Co, External audit - £720

Total Receipts £8,702 – CDC for agency work £8,306

Income remains under budget due to the COVID pandemic. However, this has been offset by lower expenditure against budget in the nine-months to December 2020.

The Clerk/Finance Officer answered questions on the accounts.

The chairman requested that the accounts reflect the situation up to the period that the agenda and accounts are sent out and not to the end of the previous month.

The Clerk/RFO will provide more up to date information.

**F/007/21 - Bank Reconciliation** – The bank balances as at the end of December 2020 were £337,910 and reconciled with the accounts.

These were approved as agreed and will be signed at a later date.

**F/008/21 - Matters of Report.** No matters were raised.

The chairman closed the meeting at 19:45pm



# Midhurst Town Council

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

Date \_\_\_\_\_