**A Meeting of the Finance, Asset and Policy Committee**

**took place to be held at 7.30pm on Monday 23rd January 2023,**

**in the Town Council Offices, the Old Library, Knockhundred Row, Midhurst**

**MINUTES**

**Present**: Cllr J. Travers (Chairman) Cllr C. Lintott, Cllr D Fraser, Cllr R. Watts, Cllr G. McAra, and Cllr J. Hensey

**Officer**: Jess Brown-Fuller, Events Officer

**F/130/23 Chairman’s Announcements:** None

**F/131/23 Apologies for Absence:** None

**F/132/23 Declarations of Interest:** None

**F/133/23 Minutes of the Previous Meeting –** The minutes of the meeting held on Tuesday 3rd January 2023 were approved.

**F/134/23 Matters Arising from the Minutes of the Meeting Held on 28th November 2022:** None.

*Meeting halted for Public Participation Session*

**F/135/23 Public Participation Session**

As there were no members of the public present, the meeting was reconvened.

**F/136/22 Financial Reports for December 2022**

The financial reports for the end of December 2022 were circulated prior to the meeting.

The following payments in excess of £500 were also noted:

|  |  |  |
| --- | --- | --- |
| **Organisation** | **Details** | **Amount**  |
| West Sussex County Council  | Wages | £12,650.46 |
| East Sussex County Council | Orbis – IT system  | £1,419.68 |
| TJays Fun4All | Fairground rides for Christmas Street Party | £2,040.00 |
| Poi Passion  | Entertainment – Christmas Street Party  | £504.00 |
| Merlin Lighting  | Christmas Lights  | £3,840.00 |
| Daniel Minter Garden & Prop.  | Northern Gateway – gardening  | £2,730.00 |
| Ian Brewer  | Staging, Christmas Street Party  | £1,200.00 |
| SSE | Electricity – street lights  | £1,008.08 |
| Home Start Chichester  | Grant | £800.00 |
| South Pond Group | Grant  | £720.00 |
| 4sight Vision Group | Grant | £800.00 |
| Scottish and Southern  | Christmas Lights  | £598.58 |
| Lifecentre  | Grant | £1,400.00 |
| West Sussex County Council  | Staff wages  | £8,798.67 |

**F/137/22 Bank Reconciliations**

The bank reconciliations for the end of December 2022 were reviewed, and signed by the Chairman.

**F/138/22 Actions** – None.

**F139/22 Matters of Report:** Cllr Lintott reported that if the loan is received on time, they are scheduled to exchange on Lilac Cottage on Friday.

**F/140/22 Date of Next Meeting – Monday, 27th February 2023.**

There being no further business the Chairman closed the meeting at 7.39pm.

Signed: ................................................................................... Date:...........................

Chairman