

# Aldwick Parish Council

Aldwick Parish Offices 88 Pryors Lane Aldwick West Sussex PO21 4JF

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CHAIRMAN: Cllr Mrs L. Richardson CLERK/RFO: Sue Batey DEPUTY CLERK: Mary Halpin

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## MINUTES OF THE VIRTUAL MEETING OF THE FINANCE COMMITTEE

### Held on Monday, 25<sup>th</sup> January 2021.

at Aldwick Parish Offices.

**Present:** Cllr Mr A Smith (Chairman), Cllr Mr R Gotheridge (Vice Chairman) and Cllr Mrs Rufey.

**In attendance:** The Clerk

**Apologies:** Cllr Mrs Richardson – (recovering from an operation), Cllr Mrs Coppard– (unavailable) & Cllr Mrs Stallard (recovering from an operation) accepted and approved.

The meeting was opened at 6.30pm

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029.20f **Declarations of interest by members.**

None Declared at this time.

030.20f **To approve the minutes of the Finance Committee Meeting held on Monday, 16<sup>th</sup> November 2020.**

Resolved, members agreed that the minutes of the meeting of Monday, 16<sup>th</sup> November 2020 having been circulated in advance, be taken as read and signed by the Chairman as a true record.

031.20f **Clerk's Actions and Report**

**024.20f/068.20c** The Council ratified the 2021/2022 budget proposed by Finance and the Clerk has submitted a request for a 95k precept for 2021/2022 for Arun District Council. Council noted that the precept remains the same with no increase.

**026.20f/068.20c** The Council agreed and approved the 2020/2021 Discretionary Grant awards. The agreed grants were posted to recipients in December 2020.

**025.20f/068.20c** The Council agreed to earmark 6k in the 2021/2022 budget for the Solar- Panels project

032.20f To receive:

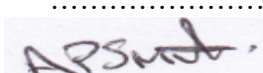
- **Questions from members of the public / Representations from any Councillor who has a personal/prejudicial or pecuniary interest in any of the following agenda items – None raised.**

033.20f **To purchase a second laptop for staff home working.**

Members agreed that it has now become a necessity for a second laptop for home working. Members noted that the covid-19 restrictions and guidelines may continue for some time and that virtual meetings from home have become an important and vital operational requirement. Members therefore agreed to proposed to Council that; **an additional laptop and software is purchased from the Council's IT supplier and that this action is delegated to the Chairman and Clerk to expedite with a budget cap of £1,000.** The Clerk will add this proposal to the Council agenda.

034.20f **Any such matters that the Chairman may wish to bring to the attention of the Committee.**

None for this meeting.

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Chairman

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Date 22<sup>nd</sup> March 2021

035.20f **To agree the bank/cash/credit card transactions report for 30<sup>th</sup> October 2020 to 14<sup>th</sup> January 2021.**  
As the meeting was held virtually members agreed that the chairman would confirm that the cheque stubs and invoices had been signed by two signatories and that the financial statement, bank statement (reconciliation) and invoices were in order at a later date.

036.20f **Correspondence for the Finance Committee.**  
None for this meeting

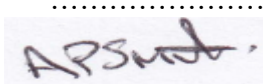
Date and time of next meeting:

**22<sup>nd</sup> March 2021**

The meeting closed at 7.03pm.

Meetings of the Committee are open to the public

Note that attachments are not distributed with copies of the agenda/minutes but are available for inspection with the master copy of the minutes in the Council offices.

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Chairman

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Date 22<sup>nd</sup> March 2021