

PLASTERDOWN GROUPEd PARISH COUNCIL

Minutes of the Finance Committee Meeting of **PLASTERDOWN GROUPEd PARISH COUNCIL** held in
Whitchurch Community Hall on **Wednesday 16th April 2025** at **7 pm**

Present: Cllr R Phillips (Chair of the Council), Cllr. E. Cole, Cllr. R. Pearson-Bunt and Cllr. Sturmer

308/25. Apologies

None

309/25. Declarations of Interest

Cllr. Cole and Cllr. Sturmer declared an interest in Donation towards the Sampford Spiney defibrillator.

310/25. Public Question Time

No members of the public were present.

311/25. Matters Arising from the last meeting held on 27th November 2024

There were no matters arising.

312/25. To review the budget monitoring document and bank reconciliation for 2024-25

The Clerk had circulated both documents to all Councillors prior to the meeting. The documents were noted and accepted.

313/25. Review Asset Register for 2024-25

It was unanimously agreed to approve the Asset Register, with a total value of £2,408.

314/25. Review Financial Regulations

The Clerk had circulated the document prior to the meeting. Following discussion and agreed amendments, all Councillors resolved to adopt the Financial Regulations.

315/25. To review and recommend insurance quotes received

Two insurance quotes have been obtained from Zurich Insurance and Charity and Community. Following discussion, it was unanimously agreed to accept the quote from Zurich Insurance.

316/25. Review and approve the Council's Internal Check List

All agreed to defer the review and approval to the next meeting.

317/25. To discuss and recommend a donation amount towards the purchase of the Sampford Spiney Defibrillator

St Mary's Church has purchased a defibrillator, now located in the church porch. The total cost was £668, and the Church has requested a donation of £334 from the Parish Council for the purchase. The Council had already budgeted a donation of £200 for this financial year. Following discussion, it was agreed to recommend to the Council an additional donation of £134 from the Council's Community Projects/Events budget, thereby meeting the full requested contribution.

318/25. Review and sign off the Clerk's timesheet – April 2024 – March 2025

The Clerk apologised that her timesheet had not been circulated to members prior to the meeting. It was agreed that the timesheet would be sent to Cllr. Philips for review and sign-off.

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319/25. Items for next meeting's agenda

The next Finance Committee Meeting will be held on 11th June 2025

1. Elect Chair of Finance Committee.
2. 1st quarter budget monitoring and bank reconciliation.
3. Review Finance Committee Terms of Reference.
4. Internal Check List.

320/25. Close

The meeting closed at 7.30 pm.

Signed by the Chair of the Committee

Date:

DRAFT