

**Minutes of On-Line Meeting on 15<sup>th</sup> January 2021**  
**Elmstead Parish Council – Finance Committee**  
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Councillors Nick Bell (Chairman), Amanda Brennan and Martine Ward  
Mrs Baxter (clerk)

Meeting commenced at 11.00am

- 21/001 To appoint a Chairman for the meeting**  
It was resolved to appoint Cllr Bell as chairman.  
Proposed: Cllr Brennan, Seconded: Cllr Ward, all in favour
- 21/002 Apologies of Absence**  
Cllr Gray sent his apologies.
- 21/003 Declaration of Pecuniary Interests and Non Pecuniary Interests**  
None
- 21/004 To approve and sign the Minutes of the meeting of 8<sup>th</sup> December 2020.**  
It was resolved to accept the Minutes of the meeting of 8<sup>th</sup> December 2020 as true and accurate.  
Proposed: Cllr Ward, Seconded: Cllr Bell.
- 21/005 2020/21 Third Quarter Review**  
*To review the expenditure for the third quarter of 2020/21 against the set budget. Also to consider the reserves.*  
The expenditure and reserves were considered and reasons for expenditure greater than 75%. The committee were happy with the review.
- 21/006 Grant Applications for 2020/21**  
*To consider the applications made by the village groups and agree a recommendation to make to full council for approval.*  
It was resolved to recommend the grants per the grant summary to the full council for approval.  
Proposed: Cllr Bell, Seconded: Cllr Ward, all in favour.
- 21/007 Date for next meeting**  
*The next meeting will be to review the end of year expenditure.*  
This will be after the end of March.
- 21/008 Matters raised by Councillors for the next agenda or for information only.**  
Cllr Bell will speak to the Royal British Legion about the war memorial.
- 21/009 Verification of Bank Reconciliations**  
*A member, other than the Chairman, to verify the 3<sup>rd</sup> Quarter bank reconciliations.*  
Cllr Ward will do this at a time to be arranged with Mrs Baxter.

The meeting closed at 11.50am. Minuted by Mrs. A Baxter  
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01206 827139

Signature .....

Date .....