

ROTHERFIELD PARISH COUNCIL

Working for the Community

in Rotherfield, Town Row, Mark Cross, Eridge Green, Boarshead and surrounding areas

MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON TUESDAY 1ST DECEMBER 2015 IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL

COUNCILLORS PRESENT

Cllr. C. Clibbens (Chair)	Cllr. D. Thomas
Cllr. R. Harris (Vice Chair)	Cllr. L. Watts
Cllr. D. Hiles	Cllr. N. Wickenden
Cllr. J. Kitchenham	

ABSENT

None

ALSO PRESENT.

The Parish Clerk, Trevor Thorpe.

1. TO RECEIVE APOLOGIES FOR ABSENCE (LGA 1972 s 85).

None.

2. TO RECEIVED DECLARATIONS OF INTEREST.

None. Clerk advised that an item will appear on the agenda of the December Council Meeting to consider passing a resolution for the duration of this Council in respect of a dispensation regarding agreement of the Precept. This is necessary as the current Code of Conduct makes no formal dispensation of Councillors interests when discussing and agreeing the Precept

3. TO RECEIVE MINUTES OF FINANCE COMMITTEE MEETING 22ND APRIL 2014 & MATTERS ARISING.

These had been circulated in advance of the meeting and it was RESOLVED that they were a true record. The minutes were signed by the Committee Chairman.

4. TO CONSIDER THE FOLLOWING ITEMS

a) Appointment of Cllr. J. Cahan as a member of this committee.

It was RESOLVED that Cllr. Cahan be appointed as a member of this Committee, CLERK to update records accordingly.

b) Approval of the budget for grants and subscriptions.

Clerk reported the details of current subscriptions below:-

- i. **Wealden District Association of Local Councils (WDALC).** This year's subscription was £30.
- ii. **Sussex Association of Local Councils/National Association of Local Councils (SALC & NALC).** March 2016 Sub. will be £730.11 with a further £143.86 for NALC. Figures are based on number of electors.
- iii. **Council for the Protection of Rural England (CPRE).** £36 subscription paid in July 2015.
- iv. **Society of Local Council Clerks (SLCC).** Sub is based on Clerks salary – figure for 2015 £187 which is unchanged from last year.

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v. Clerk summarised grants made to various bodies

Grants paid to end of November 2015	Amount £
– Blue plaque for the former "George"	171.00
– Tunbridge Wells Samaritans Support Grant	200.00
– Sustrans support grant	100.00
– Pre School Support grant	500.00
– Eridge Village Hall toward disabled WC installation	1,000.00
– Wealden CAB Support grant	300.00
– Sports Club pitch maintenance	1,500.00
– Rotherfield St Martin support grant.	500.00
– Repairing of Mark X Church clock	295.00
– Friends of Rotherfield and Brook Surgery to cover PL insurance for their annual fund raising event on Court Meadow Green	75.00
Total	4641.00

It was RESOLVED as follows:-

- i. Sports Club pitch maintenance grant 2016/17 to remain at £1500 and to be transferred to the Recreation and Burial Committee cost centre.
- ii. The sums listed below to be included in the "Grants and General Power of Competence" Budget for 2016/17:-

Recipient	Purpose	Amount £
– Rotherfield St Martin	General support	500.00
– Rotherfield Pre School	General support	500.00
– Wealden Citizens Advice	General support	300.00
– Tunbridge Wells Samaritans	General support	200.00
– Friends of Rotherfield and Brook Surgery	Cost of Public Liability insurance for their annual fund raising event on Court Meadow Green	75.00
– Royal British Legion	Donation for annual Poppy Wreaths	80.00
– Additional Blue Plaque	Location to be determined	200.00
– Rotherfield Friendship Club	General Support	200.00
Total		2055.00

- iii. Total "Grants and General Power of Competence" Budget for 2016/17, to include the sum above and allow for agreement of further grants, is to be £4000.

c) Review of Council's reserves and allocation.

Clerk reported that the policies of other similar Councils regarding contingency reserves have been investigated and these generally fall into the following categories:-

- i. 50% of annual precept – £36084 in the case of this Council.
Or
- ii. A third of general expenditure, this being total expenditure less grants, VAT and capital works. If this method is applied current indicative reserve figure for Rotherfield would be £21730.

RESOLVED that contingency reserve is to remain at 50% of Annual Precept, CLERK to adjust accounting records once final Precept figure is agreed.

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d) Approval of the Council's total expenditure and income budget for 2016/2017.

After discussion it was RESOLVED that the provisional budget, which appears as a supplement to these minutes be presented to Full Council to be considered for adoption.

e) Approval of the Committee's Precept figure recommendation for 2015/2016, to be considered for final approval by the Full Council at the December 2014 Council Meeting.

After taking into account underspends, projects budgeted for but not yet undertaken and Precept Support Grant, the provisional precept figure for 2016/17 is £89985 (2015/16 £77923).

RESOLVED that this precept figure be presented to Full Council for consideration at the January 2016 Council Meeting. Wealden District Council has confirmed the Precept Support Grant figure for 2016/17 will be £1036 (£1319 in 2014/15), the figure for the Council Tax Base and subsequent "Band D" rate calculation is not yet available.

f) Review of existing banking arrangements and cheque signatories.

Due to the duration of the meeting it was RESOLVED that this be carried forward to the January 2016 meeting of the Council.

g) Arrangements for review and update of Council policies and other governance documents.

Due to the duration of the meeting it was RESOLVED that this be carried forward to the January 2016 meeting of the Council.

5. URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDA.

- CLERK to report to ESCC that corner warning chevrons for Bletchinglye Lane on Catt's Hill are now lying flat and need up righting.
- CLERK to remind Wealden DC that tree work on Lime Trees in the St Denys' Churchyard remains outstanding.

6. DATE OF NEXT MEETING

To be advised.

The Chairman declared the formal business of the meeting closed at 22:30.

7. PUBLIC FORUM.

None.

Confirmed as a true record at the 19th April 2015 meeting of the Committee

.....Chairman's Signature.....Date