

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 19TH APRIL 2016 IN THE PARISH COUNCIL ROOM, ROTHERFIELD VILLAGE HALL

COUNCILLORS PRESENT

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

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.

It was resolved as item 7ii) of the 14th May 2015 Annual Meeting of the Council to grant to all Members a dispensation to speak and vote at any relevant meeting on the approval of the budget, and the making of the precept, for the duration of the Council.

The Chairman reminded those present that they should declare an interest if at any point during the meeting they became aware of one relating to a matter being discussed.

3. TO RECEIVE MINUTES OF FINANCE COMMITTEE MEETING 1ST DECEMBER 2015 & MATTERS ARISING.

These had been circulated to Councillors prior to the meeting. It was noted that Cllr. Watts was not present at this meeting and it was RESOLVED that, after this amendment had been made to these minutes, that they be signed by the Chairman as a true record.

4. TO CONSIDER THE FOLLOWING AGENDA ITEMS:-

a) Approval of draft accounts for Financial Year 1st April 2015 to 31st March 2016.

These were circulated to the Councillors prior to the meeting and it was RESOLVED that these be approved prior to inspection by the Internal Auditors.

ACTION FOR CLERK. Seek advice from Internal Auditors regarding designation of the "EM Football Foundation reclaim" earmarked reserve account which contains £6,836.00.

b) Agreement of any adjustments required to the 2016/17 Budget.

These were agreed at the March Council Meeting.

ACTION FOR CLERK to make agreed adjustments to accounting records prior to April Council meeting.

c) Review of Council cash balances and allocation of reserves.

Previous meeting of this Committee agreed that contingency reserve is to remain at 50% of Annual Precept. **ACTION FOR CLERK** to adjust accounting records to reflect new figure of £44993.

d) Review of Asset Register and any changes required to insurance policy cover.

This is ongoing **ACTION FOR CLERK** to review figures and ensure value of the refurbished Scout and Community Youth Hall is correctly recorded.

e) Review of Financial Regulations.

Ongoing – revisions to be considered at the April meeting of the Council.

f) Review of banking arrangements and information regarding interest rates available. Information regarding use of electronic banking for making payments.

Currently funds are held with Santander and from 3rd July 2015 the UK Financial Services Compensation Scheme has covered the first £75K of the deposits of small local authorities; these are defined as those with an annual budget of less than €500K (approximately£356K). Credit balances as at 18th April as follows:-

- £5,876.72 Current account.
- £56,658.94 Business savings account.

ACTION FOR CLERK to investigate rates available on other bank deposit accounts in the market to see if a more competitive credit interest rate is available elsewhere.

g) List of grants for payment at the April 2016 Council meeting.

The following grants are included in the 2016/17 “Grants – General Power of Competence” budget of £4K:-

	Recipient	Purpose	£
i.	Rotherfield St Martin	General support	500.00
ii.	Rotherfield Pre School	General support	500.00
iii.	Wealden Citizens Advice	General support	300.00
iv.	Tunbridge Wells Samaritans	General support	200.00
v.	Friends of Rotherfield and Brook Surgery	Cost of Public Liability insurance for fund raising event on Court Meadow Green	75.00
vi.	Royal British Legion	Donation for annual Poppy Wreaths	80.00
vii.	Additional Blue Plaque	Location to be determined	200.00
viii.	Rotherfield Friendship Club	General Support	200.00
		Total	<u>2055.00</u>

In addition these sums are included under the following budgets:-

	Purpose	Budget	£
i.	Bus Service Support Grant to Wealdlink	Highways Lighting and Transport	1000.00
		Total	<u>1000.00</u>

It was RESOLVED that cheques for the above grants be issued at the April Council Meeting with the exception of the following:-

- Friends of Rotherfield and Brook Surgery ACTION FOR CLERK to include this cheque for issue at the July meeting as this is the meeting closest to the event.
- Royal British Legion. ACTION FOR CLERK to include this cheque for issue at the October meeting.
- Rotherfield Pre School. ACTION FOR CHAIR AND VICE CHAIR of Council to arrange meeting with Pre School to discuss funding support, and provide recommendation at future meeting.
- Blue Plaque. ACTION FOR COUNCILLORS to identify suggested locations for consideration at a future meeting and advise to Clerk.

h) Smith & Fermor charity annual accounts and report.

Circulated in advance of the meeting. It was suggested that the Parish Council could grant funds to this small local Charity to support its work in the Community. Clerk advised that residents and organisations of both Rotherfield and Crowborough Parishes benefitted through grants from the Charity; further enquiries were needed to determine if the Council had power to grant funds to a Charity providing material support to non-Parish individuals.

ACTION FOR CLERK to investigate and include item on agenda of April Council Meeting to report and decide action.

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

- ACTION FOR CLERK to seek advice from Village Hall IT expert on projector as image has a distinct green cast.
- Chairman reported that he had recently witnessed a “near miss” incident involving our road sweeper who was working in the B2100 just east of the Mark Cross Inn.
ACTION FOR CLERK to add item to April Council Meeting Agenda to agree risk assessment and conditions for Street Sweeper to protect those undertaking the work.
- Cllr. Harris reported that the Bonfire Society were lighting the Beacon in the Recreation Ground on the 21st to commemorate the Queen’s 90th Birthday.
- ACTION FOR CLERK to organise name badges for those Councillors requiring them for the ESCC led Consultation Sessions next week regarding the proposed long vehicle ban.

6. DATE OF NEXT MEETING

- 6th December 2016 – 19:30 in the Parish Council Room, Rotherfield Village Hall. This meeting will agree final budgets and precept requirements for 2017-18.

The Chairman declared the formal business of the meeting closed at 20:45

7. PUBLIC FORUM.

None.

Confirmed as a true record at the 6th December 2016 meeting of the Committee

.....Chairman’s Signature.....Date