

**HADLOW PARISH COUNCIL
FINANCE & GENERAL PURPOSE**

Minutes of the Meeting of Wednesday 3 September 2014

Present: Cllrs S Richardson (Chairman), Mrs Bright, D Carey, N Collins, K Terry, Mrs J Massy, D Hammond, R Morley

In Attendance: Elaine Battain (Assistant to Parish Clerk)

		Action
FGP543	Apologies for Absence - Parish Clerk – Annual leave	
FGP544	Declarations of Interest - None.	
FGP545	Minutes of the Meeting of 2 July 2014. These were approved as a correct record subject to amendment to include Cllr Massy as present and correct the date of the next meeting. Proposed Cllr Bright, seconded Cllr Terry and carried unanimously.	
FGP546	Matters Arising From Minutes of 2 July 2014 <u>Minute FGP532 Hadlow Local Walks Leaflets</u> - Cllr Richardson confirmed the leaflets have been printed. The printing cost was slightly higher than anticipated at £682.75 as opposed to £582.75. There were no objections to the increased costs. <u>Minute FGP537 Preliminary consideration of Special Projects –</u> Action to approach Lafarge for funding in respect of the goal post sockets at Williams Field noted as outstanding. Skate Park sound proofing; deferred – no further complaints received. Tree audit completed – quotes for required work awaited. <u>Minute FGP540 Any other business – Health & Safety</u> Notices/posters confirmed as up to date.	Clerk
FGP547	Annual Return for 2013/14 approved by PKF Littlejohn (External Audit) Cllr Richardson proposed a vote of thanks be recorded in the minutes on behalf of Council, to the Clerk and her Assistant for preparation and submission of the Annual Return.	
FGP548	Accounts (Receipts, Payments, Bank Reconciliation, Actual Against Budget – July & August 2014) All information reviewed and agreed to recommend to Council for approval of July & August Accounts. Proposed Cllr Bright, seconded Cllr Richardson and carried unanimously.	
FGP549	Cheque Payments for Authorization These were approved and recommended to full Council. Proposed Cllr Collins, seconded Cllr Terry and carried unanimously.	
FGP550	Preliminary consideration of Special Projects & Budget Papers 1. Children’s play areas – A new survey is now available to the	

	<p>public on line via ‘SurveyMonkey’ and the village website and Councilors were asked to promote this as widely as possible. It has been advertised in both the Hamlet and Hadlow newsletters. It was agreed that a notice should also be put up in the Village Hall.</p> <p>2. Cemetery extension – Cllr Hammond confirmed the land has now been ‘topped’ and will be sprayed in due course. P&E recommend Tonbridge fencing to F&GP for fencing works. Agreed to recommend that complete road structure be put in next year and that Cllrs Masy and Terry will consider road surface and kerbs to be used. Proposed Cllr Hammond and carried unanimously.</p> <p>3. Village Hall and Hy-Arts Lease – In the absence of a response from the Chairman of the Village Hall Committee to the email from Cllr Richardson dated 26 August, it was proposed to accept the quote from JB Refurbishments for works to the Hy-Arts centre and youth shelters. Seconded by Cllr Collins and carried unanimously. An application for funding will be submitted to TMBC Community Enhancement Fund. Cllr Richardson will write to all Village Hall Committee members explaining the position as regards the new lease and asking for their support.</p> <p>4. High Interest Deposit Account – Cllr Richardson proposed reinvesting £85,000 in a 3 month Lloyds high interest account at 0.57% on the basis that rates may go up during that period. Seconded Cllr Bright and carried unanimously.</p> <p>5. Any other – CCTV. Cllr Morley asked the meeting to consider the renewal of CCTV systems and equipment at an approximate cost of £9000 for 12 cameras. The various pros and cons were discussed and a decision reached to review again in a years’ time.</p>	<p>Clerk</p> <p>Clerk/ Richardson</p> <p>Clerk</p>
FGP551	<p>Review of Cemetery Charges</p> <p>Cllrs Terry and Masy objected to the proposal to reduce the number of years for Exclusive Right of Burial from 99 to 50 years. It was agreed this would therefore remain 99 years and that the proposals with regard to charges would be accepted. Proposed by Cllr Hammond seconded Cllr Richardson and carried unanimously.</p>	
FGP552	<p>Donation Requests: Citizens Advice Bureau</p> <p>Continued support for CAB agreed and £50 donation proposed by Cllr Richardson and seconded by Cllr Masy, carried unanimously.</p>	
FGP553	<p>Any Other Business & Questions From Members</p> <p>Insurance renewal - Cllr Richardson proposed insurance renewal due 1 October 2014 with Aviva through Came & Company and raised need to check the position with regard to the Village Hall. Seconded Cllr Bright and carried unanimously.</p>	
	<p>There being no further business the meeting closed at 20.35hrs Date of next meeting: Wednesday 5 November 2014 at 19.30, Old School Hall.</p> <p>Signed Date.....</p>	