HADLOW PARISH COUNCIL FINANCE & GENERAL PURPOSE

Minutes of the Meeting of Wednesday 7 January 2015

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

In Attendance: Melanie Stepkowski (Parish Clerk)

		Action
FGP581	Apologies for Absence Approved: Cllr Mrs Bright (unwell). Absent: Cllrs Mr & Mrs Shaw	
FGP582	Declarations of Interest - None.	
FGP583	Minutes of the Meeting of 3 December 2015	
	These were approved as a correct record. Proposed Cllr Richardson, seconded Cllr Carey and carried unanimously.	
FGP584	Matters Arising From Minutes of 5 November 2014	
	Minute 574- Other Projects	Clerk/SR
	Speed awareness and traffic calming equipment was still on the agenda for investigation.	
	Minute 575 – Trees	
	The removal of trees at the cemetery in preparation for the path to the cemetery extension had been completed and other works were scheduled.	
	It was agreed that pollarding on the West boundary of St Mary's Churchyard would also be organised hopefully for completion before year end; paid for via Reserves if necessary. Proposed Cllr Carey, seconded Cllr Richardson and carried unanimously.	
	Minute 576 – Christmas Decorations	
	The new lights and tree had been well received by residents. The lights had been turned off on 6 January and were scheduled to be dismantled within one week.	
FGP585	Accounts (Receipts, Payments, Bank Reconciliation, Actual Against Budget – December 2014)	
	December Accounts and third quarter finance report were approved and would be recommended to full Council. Proposed Cllr Richardson, seconded Cllr Mrs Massy and carried unanimously.	
FGP586	Cheque Payments for Authorization	
	These were approved and would be recommended to full Council. The Clerk confirmed that the hanging baskets financed by the 'Traders Fund' had arrived late and a discounted invoice requested. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.	Clerk

FGP587	HPC Budget & Precept	
	Members reviewed the papers and the following would be recommended to full Council:	
	Precept requirement: £76,764.00	
	Earmarked Reserves:	
	a) Cemetery Extension £30,000.00 b) Hall Refurbishment £ 5, 585.11 c) Buildings & Land £10,000.00 d) Hadlow Rangers Donation £ 8,570.00 e) Open Spaces & Play Areas £40,000.00	
	Proposed Cllr Richardson, seconded Cllr Terry and carried unanimously.	
	(Cemetery Extension Reserve – to finance the continued works required to prepare the land for burial. Hall Refurbishment Reserve – to finance in part decorating of parish office, possible Velux window replacement and other structural works as needed. Buildings and Land Reserve would be used in part to finance possible improvements to the patio area outside the village hall once the new lease was in affect and to build cover for the potential removal of the annex building at Old School Hall. Open Spaces & Play Areas Reserve in addition to Hadlow Rangers Donation would be used towards replacement play equipment with the balance of required funds being sourced through funding opportunities.)	
FGP588	Walking Leaflets	
	Recommendation to Council to approve the following: 500 copies x 4 leaflets printed on 150gsm silk £840.00 Costs for folding £90.00 Restructuring of the 4 leaflets including amendments for online purposes and text amendments for the reprints £200.00	Clerk
	Proposed Cllr Hammond, seconded Cllr Richardson and carried unanimously.	
	It was noted that the printing costs were originally for 250 of each leaflet at £420.00 therefore the Clerk would see whether there was any possibility of reduced printing costs for 500 of each. The leaflets had been extremely popular and there was still a demand for copies.	
FGP589	Donation Requests	
	 a) To recommend a donation of £300.00 to Hadlow Bowls Club in connection with the purchase and installation of the new fence and other necessary equipment. Proposed Cllr Hammond, seconded Cllr Carey and carried. 	Clerk
	b) To recommend a donation of £100 to the Samaritans under Section 137. Proposed Cllr Mrs Massy, seconded Cllr Collins and carried.	

FGP590	Additional F&GP Meeting for February – It was agreed that it was probable that an additional meeting would have to be called in February or early March before the scheduled April meeting to consider papers provided by solicitors on various legal matters. The Clerk would notify members of possible dates once the papers were in hand.	Clerk
FGP591	Any Other Business & Questions From Members	
	Leigh Flood Barrier – It was noted that Kent County Council were considering avenues of funding towards the £17m they had committed to financing towards the Leigh Barrier. The Clerk was investigating what, if any Parish Council powers would be suitable to use if a donation from them was expected.	Clerk
FGP592	Motion to Exclude the Press and Public (to enable Council to consider any items on the agenda in which significant aspects will be of a confidential and financial nature)	
	This was not necessary as there were no members of the public present.	
	a) Medical Centre – Variation to Assignment – no progress to report.	
	b) Children's Play Area – The Clerk was to meet with play equipment companies to discuss plans in the coming weeks.	Clerk
	c) Cemetery – The Clerk and Cllr Carey were to meet with advisor from a nursery in Ashford to discuss appropriate hedging for the cemetery extension.	Clerk/DC
	d) Village Hall & Hy-Arts Centre – The Parish Council solicitor had contacted the Charity Commission in relation to the proposed new lease and a response was awaited. It was noted that to date the Parish Council were unaware of the Village Hall Committee seeking any professional legal advice on the new lease which had been recommended by Parish Council solicitor.	SR
	e) Preschool – Deed of Covenant - no progress to report.	
	There being no further business the meeting closed at 20.20hrs Date of next meeting scheduled: Wednesday 8 April 2015 at Old School Hall. (Additional meeting before April to be arranged)	
	Signed Date	