

**HADLOW PARISH COUNCIL  
FINANCE & GENERAL PURPOSE**

**Minutes of the Meeting of Wednesday 8 April 2015**

**Present:** Cllrs S Richardson (Chairman), Mrs Bright, D Carey, N Collins, Mrs J Massy,

**In Attendance:** Melanie Stepkowski (Parish Clerk) (Additional meeting before April to be arranged)

		Action
<b>FGP593</b>	<b>Apologies for Absence Approved:</b> Cllr D Hammond (work commitments), K Terry Absent: Cllrs Mr & Mrs Shaw	
<b>FGP594</b>	<b>Declarations of Interest - None.</b>	
<b>FGP595</b>	<b>Minutes of the Meeting of 7 January 2015</b> Resolved to accept the minutes of 3 December 2014 as a correct record. Proposed Cllr Richardson, seconded Cllr Carey and carried unanimously.	
<b>FGP596</b>	<b>Matters Arising From Minutes of 7 January 2015</b> <u>Minute 584/574- Other Projects</u> Speed awareness and traffic calming equipment – parish council contribution had been agreed and the matter was now in the hands of Kent Highways to progress. <u>Minute 575 – Trees</u> Pollarding of the West boundary of St Mary’s Churchyard had been completed. <u>Minute 590 Additional F&amp;GP Meeting in February</u> – this had not been required due to delays in response from the Charity Commission and legal team.	
<b>FGP597</b>	<b>Accounts (Receipts, Payments, Bank Reconciliation, Actual Against Budget – March 2014)</b> March Accounts and finance report were approved and would be recommended to full Council. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.	
<b>FGP598</b>	<b>Cheque Payments for Authorization</b> These were approved and would be recommended to full Council. The deposit payment for the Phase 1 play equipment was noted. Proposed Cllr Richardson, seconded Cllr Mrs Bright and carried unanimously.	Clerk
<b>FGP599</b>	<b>Year End Accounts</b> The 2014-2015 accounts would be recommended to full council for approval. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.	

	The Chair thanked the Clerk and Admin Assistant for their good control of finances and producing the year end accounts promptly.	
<b>FGP600</b>	<p><b>CCTV</b></p> <p>Costs for new cameras had been received from the current CCTV contractor and members requested additional information with regards to installation costs and whether or not the proposed cameras would be admissible in court.</p>	Clerk
<b>FGP602</b>	<p><b>Donation Requests</b></p> <ol style="list-style-type: none"> <li>1. Scouts – Recommend to council a contribution of £100 towards the costs of the Senior Citizens Easter Lunch. Proposed Cllr Richardson, seconded Cllr Mrs Massy and carried unanimously.</li> <li>2. Hadlow Walking Leaflets – Recommend to council payment of following costs for the 5<sup>th</sup> walking leaflet ‘Hadlow Walk’: £130 for artwork, £185 for printing of 500 leaflets. It was agreed that no further leaflets would be financed by Council for the foreseeable future.</li> <li>3. Hadlow Country Fayre – Members noted that as the road closure would not be going ahead a proposal would be put to council to pay for a bouncy castle at the event in the sum of £65. Any surplus monies after expenditure would be given to the cricket club.</li> </ol>	Clerk
<b>FGP603</b>	<p><b>Updated Standing Orders, Finance Regulations, Media Policy, Asset Register</b></p> <p>A recommendation to council to approve the Standing Orders, Finance Regulations, Asset Register. Proposed Cllr Richardson, seconded Cllr Carey and carried unanimously.</p> <p>The Media Policy – this would be recommended to council for approval with an additional insert directing Chairs of meetings to ask members of the public at the beginning of meetings whether they wished to record the meeting and minuting the result. This was seen as a precautionary measure to ensure those attending the meeting were aware that it could possibly be recorded in some format by other attendees. Proposed Cllr Richardson, seconded Cllr Carey and carried unanimously.</p>	
<b>FGP604</b>	<p><b>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)</b></p> <p>This was not necessary as there were no members of the public present.</p> <ol style="list-style-type: none"> <li>a) Parking – Deed of Covenant – the proposed condition related to parking fees from KCC was declined by members and this would now be taken to full council for approval.</li> <li>b) Medical Centre – Variation of Assignment – references had been received and would be recommended to council for approval. Proposed Cllr Richardson, seconded Cllr Carey.</li> </ol>	

	<p>There being no further business the meeting closed at 20.25hrs Date of next meeting scheduled: Wednesday 3 June 2015 at Old School Hall.</p> <p>Signed ..... Date.....</p>	
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