

**HADLOW PARISH COUNCIL
FINANCE & GENERAL PURPOSE**

Minutes of the Meeting of Wednesday 8 July 2015

Present: Cllrs S Richardson (Chairman), N Collins, E Bright, L Bright

In Attendance: Melanie Stepkowski (Parish Clerk)

		Action
FGP620	Apologies for Absence Approved: Cllr D Carey (personal)	
FGP621	Declarations of Interest – None.	
FGP622	<p>Minutes of the Meeting of 3 June 2015</p> <p>Resolved to accept the minutes of 3 June 2015 as a correct record. Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.</p>	
FGP623	<p>To receive an update about progress of resolutions from the last meeting of the F&GP on 3 June 2015</p> <p><u>Minute 613CCTV</u> – Since the installation the cameras had been tampered with and required re-alignment. The Clerk had contacted the service contractors to schedule the works.</p> <p><u>Minute 613 Window Cleaning</u> – The new cleaning service had started and the parish office were pleased with results to date.</p>	
FGP624	<p>Accounts (Receipts, Payments, Bank Reconciliation, Actual Against Budget – June 2015)</p> <p>June accounts and finance report were approved and would be recommended to full Council. Proposed Cllr Richardson, seconded Cllr B Bright and carried unanimously.</p> <p>It was noted that some repairs had not been anticipated and therefore exceeded budget headings; however there were funds available within Reserves to cover such costs.</p> <p>In January 2017 there would be banking changes which would affect the amount of funds that could be securely invested under Fixed Interest Accounts from the current £85k to £75k; this was duly noted. The Fixed Term deposit arrangement would mature on 20/7/2015 and it was agreed to recommend to Council the funds be re-invested for 12 months at a 0.95% interest rate. Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.</p>	
FGP625	<p>Cheque Payments for Authorization</p> <p>The cheque list had been delayed due to computer problems and would be considered at the next Parish Council meeting.</p>	Clerk
FGP626	<p>To consider quotation from Grounds Drainage Partnership & Landscape Services – Williams Field Verti Draining (top dressing)</p> <p>Members agreed in principle to the works but required additional information from prospective contractors before a decision could be finalized. The Clerk would gather details ahead of the next HPC.</p>	

	Funding grants for the work would be considered.																	
FGP627	<p>Hy-Arts Centre</p> <p>a) Schedule of building repairs & costs; net values</p> <table border="0"> <tr> <td>Conditional Survey</td> <td>£525.00</td> </tr> <tr> <td>Locks</td> <td>£106.02</td> </tr> <tr> <td>Sani Flo Replacement</td> <td>£477.41</td> </tr> <tr> <td>Insurance Additional Premium</td> <td>£238.00</td> </tr> <tr> <td>Intensive Clean</td> <td>£125.00</td> </tr> <tr> <td>EDF Electric Bill 01/5-16/6</td> <td>£ 57.45</td> </tr> <tr> <td>PEAT Testing</td> <td>£ 40.71</td> </tr> <tr> <td>Key Cutting (petty cash)</td> <td>£ 90.00</td> </tr> </table> <p>b) Entrust – Revocation letter from Village Hall had been sent to Entrust with a letter from the Parish Council which confirmed its responsibility and obligation to the Hy-Arts Centre.</p> <p>c) Meeting with KCC and TMBC – The Minutes were awaited but the Clerk who had attended with the Parish Chairman confirmed it had been a positive meeting.</p>	Conditional Survey	£525.00	Locks	£106.02	Sani Flo Replacement	£477.41	Insurance Additional Premium	£238.00	Intensive Clean	£125.00	EDF Electric Bill 01/5-16/6	£ 57.45	PEAT Testing	£ 40.71	Key Cutting (petty cash)	£ 90.00	Clerk
Conditional Survey	£525.00																	
Locks	£106.02																	
Sani Flo Replacement	£477.41																	
Insurance Additional Premium	£238.00																	
Intensive Clean	£125.00																	
EDF Electric Bill 01/5-16/6	£ 57.45																	
PEAT Testing	£ 40.71																	
Key Cutting (petty cash)	£ 90.00																	
FGP628	<p>Donation Requests</p> <p>Resolved to donate £50 to Victim Support as calculated as part of the yearly financial budget. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.</p>																	
FGP629	<p>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)</p> <p>This was not necessary as there were no members of the public present.</p> <ol style="list-style-type: none"> 1. Play Area, Williams Field. To formally engage BdR Engineering to oversee the installation of new equipment as there had been some issues with ground works. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously 2. Preschool Agreement – The Chair had checked the Agreement. It was approved by members. 3. Village Hall – Clerk to organise the survey in accordance with lease conditions. 																	
	<p>There being no further business the meeting closed at 21.27hrs Date of next meeting scheduled: Wednesday 8 July 2015 at Old School Hall.</p> <p>Signed Date.....</p>																	