

**HADLOW PARISH COUNCIL
FINANCE & GENERAL PURPOSE**

Minutes of the Meeting of Wednesday 7 September 2016

Present: Cllrs, E Bright, L Bright, N Collins, D Carey, J Massy

In Attendance: Elaine Battain (Administration Assistant)

		Action
FGP707	Apologies and approval of Absence Cllr S Richardson (holiday) – absence approved.	
FGP708	To Receive Declarations of Interest None.	
FGP709	To Resolve That the Minutes Of The Meeting Held On 6 July 2016 Are A Correct Record Resolved to approve the finalised Minutes. Proposed Cllr L Bright, seconded Cllr E Bright and carried unanimously.	
FGP710	To Receive an Update on Progress Of Resolutions From The Last Meeting Of F&GP on 6 July 2016 Cllr Collins reported the new swings at Signpost field play area have been installed.	
FGP711	Accounts for July & August (Receipts, Payments, Bank Reconciliation, Actual against budget 2016) For Recommendation to Full Council. Recommend acceptance of July & August Accounts to full Council. Proposed Cllr Massy, seconded Cllr L Bright and carried unanimously. EB advised that subsequent posting errors in respect of HY-Arts expenditure have been corrected and will be reflected in the September accounts.	
FGP712	To Authorize Cheque Payments Recommend acceptance of cheque payments in the sum of £1935.44 to full Council. Proposed Cllr Collins, seconded Cllr L Bright and carried unanimously.	
FGP713	Notice of conclusion of Audit – Annual Return for the year ended 31 March 2016 Noted	
FGP714	To approve the amended schedule of meetings for Finance & General Purposes Committee and revised terms of reference. Approved subject to two minor corrections to the terms of reference (the word interim should read meeting and an unnecessary duplication). Proposed Cllr Carey, seconded Cllr E Bright.	

FGP715	Came & Co – Insurance renewal Approved – proposed Cllr Massy, seconded Cllr L Bright.	
FGP716	Donation requests: Victim Support Request approved in the sum of £50, proposed Cllr E Bright, seconded Cllr L Bright.	
FGP717	Parish Council Risk Assessments The work undertaken by the Clerk to date in respect of the new Risk Assessment system was noted and will be kept under review. Cllr Collins asked all Councilors to review and consider possible areas of risk to assist in this task.	
FGP718	TMBC – Grants for Christmas lights 2016 The TMBC letter of 12 August 2016 was read and amount of grant £1088 noted. As there may be no funding next year, Cllr E Bright noted this will need to be addressed when looking at the budget for 2017.	
FGP719	Motion to exclude the press and public (to enable Council to consider items on the agenda in which significant aspects will be of a confidential and/or financial nature) Land and buildings a) HOS car park – a copy of the project document prepared by Cllrs Richardson and L Bright was passed to all present. After consideration the meeting resolved to ask for a costed version to be prepared. Cllr Collins proposed and seconded by Cllr E Bright. Cllr Carey asked that TMBC be contacted for an estimate of costs for laying out the parking area although first and foremost establishing the cost of removing the annex building is of paramount importance to see whether reserves are sufficient. b) Village Hall – the draft response to the letter received from the Village Hall Management committee was discussed at length and it was finally agreed that the draft prepared by Cllr Collins would be sent, proposed Cllr Collins and seconded by Cllr E Bright.	
	There being no further business the meeting closed at 21.00 hrs Date of next meeting scheduled: Wednesday 7 December 2016 at Old School Hall. Signed Date.....	