

**HADLOW PARISH COUNCIL  
FINANCE & GENERAL PURPOSE COMMITTEE  
Minutes of the Meeting of Wednesday 09 May 2018**

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**Present:** Cllrs S Richardson (Chair), N Collins, J Massy

**In Attendance:** M Stepkowski (Parish Clerk), E Battain (Admin Assistant)

		Action
<b>FGP794</b>	<b>To receive and approve apologies and reasons for absence</b>  Cllrs Smith, E Bright & L Bright – absences approved and noted in attendance register.  Cllr Hyams resignation from committee due to other commitment was approved.	
<b>FGP795</b>	<b>To receive declarations of interests</b>  None declared.	
<b>FGP796</b>	<b>To resolve the Minutes of the F&amp;GP meeting held on 6 December 2017 as a correct record</b>  <b>Resolved to approve the Minutes of 06/12/2017.</b> Proposed Cllr N Collins, seconded Cllr J Massy and carried unanimously.	
<b>FGP797</b>	<b>To receive an update on progress of resolutions from the last meeting of F&amp;GP 6 December 2017</b>  No matters.	
<b>FGP798</b>	<b>Accounts for April (receipts, payments, bank reconciliation &amp; actual against budget) for recommendation to full Council.</b>  Recommend acceptance of April Accounts to full Council. Proposed Cllr Richardson seconded Cllr Collins and carried unanimously.	
<b>FGP799</b>	<b>To authorize cheque payments and bank payments including wages</b>  Recommend acceptance of cheque payments £5139.67 and bank payments £7496.07 to full Council. Proposed Cllr Richardson, seconded Cllr N Collins and carried unanimously.	
<b>FGP800</b>	<b>Year-end accounts – to preview ahead of Council approval</b>  Committee to recommend approval of year end accounts 2017-18. The Annual Return was also considered as part of year end and to recommend to full Council. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.	
<b>FGP801</b>	<b>To approve Asset Register</b>  Recommendation to Council approval of Asset Register as at 1 April 2018 with total fixed assets of £1,744,367. Proposed Cllr Richardson, seconded Collins and carried unanimously.	

<b>FGP802</b>	<p><b>To approve Reserves Policy</b></p> <p>The draft policy was considered and the HOS &amp; Medical Centre figure of £52,500 was reduced to £42,500 to increase the working fund balance to £48, 249. Therefore recommendation to approve Reserves Policy with earmarked reserves as below.</p> <table border="1" data-bbox="336 416 1283 645"> <tr> <td>Complete top surfacing cemetery extension</td> <td>£5,500</td> </tr> <tr> <td>HOS &amp; Medical Centre Buildings</td> <td>£42,500</td> </tr> <tr> <td>Trees</td> <td>£2,000</td> </tr> <tr> <td>Hy-Arts</td> <td>£4,000</td> </tr> <tr> <td>Other (Community Project &amp; Election)</td> <td>£2,500</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>£56,500</b></td> </tr> </table> <p>Proposed Cllr Richardson, seconded Collins and carried unanimously.</p>	Complete top surfacing cemetery extension	£5,500	HOS & Medical Centre Buildings	£42,500	Trees	£2,000	Hy-Arts	£4,000	Other (Community Project & Election)	£2,500	<b>TOTAL</b>	<b>£56,500</b>	
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<b>TOTAL</b>	<b>£56,500</b>													
<b>FGP803</b>	<p><b>To review procedures relating to co-option</b></p> <p>Draft proposal viewed and amendments made in preparation for council approval. Proposed Cllr Richardson, seconded Cllr Massy and carried unanimously.</p>													
<b>FGP804</b>	<p><b>To note contracts list, direct debits and regular faster payments for 2018-19</b></p> <p>Contracts list 18-19 noted. Clerk asked to gain quotes re insurance as the existing contract expired within a year. Recommendation to Council to approve direct debits and regular faster payments list for 2018-19. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.</p>													
<b>FGP805</b>	<p><b>To note Section 137 expenditure allowance for 2018 (£7.86) in accordance with The Local Government Act 1972 (“the 1972 Act”).</b></p> <p>Noted.</p>													
<b>FGP806</b>	<p><b>To note &amp; resolve the use of the Council’s Common Seal on Deeds of Grant of Exclusive Right of Burial issued on behalf of the Parish Council by the Parish Clerk.</b></p> <p>It was agreed that the Clerk should liaise with Kent Association of Local Councils to discuss the legal requirements for use of the Councils’ common seal.</p>													
<b>FGP807</b>	<p><b>To consider and recommend to Council Marchants quotation in the sum of £5480 for Heritage Buff Bauxite chippings for top surface of cemetery extension drive and associated paths.</b></p> <p>Recommendation to Council to approve the Marchants quotation in relation to Heritage Buff Bauxite chippings in the sum of £5480. Proposed Cllr Richardson, seconded Cllr Collins and carried.</p>													
<b>FGP808</b>	<p><b>To consider request from Kent Buccaneers to administer any funds received from Sport England related to baseball pitch as freeholder of the land.</b></p> <p>Recommend to Council to agree to administer any funds received from</p>													

	Sport England related to baseball pitch as freeholder of the land. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.	
<b>FGP808</b>	<p><b>To consider and recommend to Council approval of £750 for a 6ft high Tommy outline to commemorate the first world war in Golden Green.</b></p> <p>Recommendation to Council to approve the purchase of Tommy outline for Golden Green in the sum of £750 from the British Legion. Proposed Cllr Richardson, seconded Cllr Massy and carried.</p>	
<b>FGP809</b>	<p><b>To note Hadlow Tower response to communications related to funds.</b></p> <p>It was noted that correspondence received confirmed no decisions with regards to distribution of funds had been finalized.</p>	
	<p>There being no further business the meeting closed at 20:50 hrs Date of next meeting scheduled: Wednesday 3 October 2018 at Old School Hall.</p> <p>Signed ..... Date.....</p>	