

**HADLOW PARISH COUNCIL
FINANCE & GENERAL PURPOSE**

Minutes of the Meeting of Wednesday 8 June 2016

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

In Attendance: Melanie Stepkowski (Parish Clerk)

		Action
FGP680	Election of Chairman Resolved to appoint Cllr S Richardson as Chairman. Proposed Cllr Carey, seconded Cllr Massy.	
FGP681	Apologies for Absence Approved: None	
FGP682	Declarations of Interest None.	
FGP683	Terms of Reference Resolved to accept Terms of Reference for F&GP as they stand. Proposed Cllr Richardson, seconded Cllr Bright.	
FGP684	Minutes of the Meeting of 6 April 2016 Resolved to accept the minutes of 6 April 2016 as a correct record. Proposed Cllr Richardson, seconded Cllr Massy and carried unanimously.	
FGP685	To receive an update about progress of resolutions from the last meeting of the F&GP on 6 April 2016 <u>Minute 678 Annual Parish Meeting</u> – it was noted that the meeting went well.	
FGP686	Accounts for May (Receipts, Payments, Bank Reconciliation) for recommendation to full Council. Resolved to recommend May Accounts to full Council. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.	
FGP687	To Authorize Cheque Payments Resolved to recommend cheque payments in the sum of £32898.72 to full Council. Proposed Cllr Richardson, seconded Cllr Collins	
FGP688	Internal Audit Report 2015-16 for recommendation to HPC The Internal Audit Report was read and the Auditors had made no recommendations for change. The Parish Clerk and Admin Assistant were thanked for their work.	
FGP689	Consultations – proposed withdrawal of CTR grants w.e.f. April 2017 and cessation of FAPC grants The Council Tax Reduction (CTR) proposal for withdrawal was noted	

	<p>and each Council member would be asked to complete the consultation individually responding with ‘Agreed’ in accordance with the finance committee decision.</p> <p>Financial Arrangements with Parish Councils (FAPC), a collective response would be sent agreeing to the proposal. It was noted that local residents already paid the Parish for services such as cemetery, Christmas lights etc. The link between the FAPC consultation and proposed Local Charge was noted.</p>	
FGP690	<p>CCTV Policy & CCTV Upgrade – amendments to policy for users/authorizers & alternative cameras</p> <p>Resolved to remove Parish Councillors from the CCTV Policy as users/authorizers as it was an unwarranted responsibility. Proposed Cllr Richardson, seconded Cllr Massy and carried unanimously.</p> <p>CCTV cameras – it was agreed that further investigation to ensure the most appropriate cameras were installed was necessary before any further repairs or renewals were issued. Proposed Cllr Richardson, seconded Cllr Collins and carried unanimously.</p>	
FGP691	<p>2016-18 National Salary Award – new pay scales for 2016-17 to be implemented immediately and backdated to 1 April 2016.</p> <p>Resolved to adjust Clerks Salary LC35 in accordance with the newly confirmed 2016-17 pay scales from NJC. Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.</p>	
FGP692	<p>Signpost Field Swings – Quotations for consideration</p> <p>Members were not satisfied with the quotations received and alternatives would be sought.</p>	
FGP693	<p>Hanging Basket Quotation for consideration – Landscape Services</p> <p>The quotation had been received and tabled too late in the day for an order to be placed.</p>	
FGP694	<p>Training/Learning & Development Policy – template for consideration</p> <p>Resolved to approve and recommend the Training/Learning & Development Policy template to full Council taking into account the following details: point 3 (3.1) Employees - Advice on employee development needs will be through their Line Manager and Staffing Committee.</p> <p>Point (3.1) Members - Advice on Members development needs will be through the Finance & General Purposes Committee (FG&P) and the L&D Officer will be the Chair of Staffing.</p> <p>Proposed Cllr Richardson, seconded Cllr Carey and carried unanimously.</p>	
FGP695	<p>Hy-Arts – Premier Locks Quotation for consideration</p> <p>Members agreed to file the information for future consideration. Improvements to the shutters would be the priority.</p>	

FGP696	KentCAN Membership Resolved to accept membership to KentCAN at fifty pounds. Proposed Cllr L Bright, seconded Cllr Richardson and carried unanimously.	
	<p>There being no further business the meeting closed at 21.08 hrs Date of next meeting scheduled: Wednesday 6 July 2016 at Old School Hall.</p> <p>Signed Date.....</p>	