

**HADLOW PARISH COUNCIL
FINANCE & GENERAL PURPOSE COMMITTEE
Minutes of the Meeting of Wednesday 03 October 2018**

Present: Cllrs S Richardson (Chair), E & L Bright, N Collins, M Harvey, J Massy

In Attendance: M Stepkowski (Parish Clerk),

		Action
FGP810	To elect a Chairman to committee Resolved Cllr S Richardson to chair committee. Proposed Cllr L Bright, seconded Cllr Collins and carried unanimously.	
FGP811	To receive and approve apologies and reasons for absence No apologies received.	
FGP812	To agree Terms of Reference Recommend approval of Terms of Reference to Council. Proposed Cllr Richardson, seconded Collins and carried.	
FGP813	To receive declarations of interests None declared.	
FGP814	To resolve the Minutes of the F&GP meeting held on 9 May 2018 as a correct record Minutes were approved at HPC 14/05/2018.	
FGP815	To receive an update on progress of resolutions from the last meeting of F&GP 9 May 2018 <u>FGP808</u> Kent Buccaneers. The first two stages of the Sport England funding acceptance process had been completed. No further action could be taken until the TMBC planning application had been processed. First World War Commemorative Tommy – This was being stored in The Bell at Golden Green ahead of installation for November 11 th memorial day. <u>FGP809</u> Hadlow Tower – no further response had been received since Council's request that precept funds be returned to Council if funds were still in the account after final payment of all funds related to the visitors centre.	
FGP816	Accounts for September (receipts, payments, bank reconciliation & actual against budget, 2nd quarter report) for recommendation to full Council. Recommend acceptance of September Accounts to full Council. Proposed Cllr Richardson seconded Cllr Massy and carried unanimously.	
FGP817	To authorize cheque payments and bank payments including wages Recommend acceptance of cheque payments £9490.68 and bank	

	<p>payments £9982.47 to full Council. Proposed Cllr Richardson, seconded Cllr L Bright and carried unanimously.</p>	
FGP818	<p>To recommend to Council</p> <p>Cllr Richardson proposed the following;</p> <p><u>Cemetery extension:</u></p> <ul style="list-style-type: none"> • Payment of retention fee to T Loughman & Co, £1,841.82 in respect of final and balancing payment. (ref15402 – Completion Certificate received). <p>Approval of payment of £1,841.82 as balance payment invoice 10919 and note Completion certificate. Seconded Cllr Collins and carried unanimously.</p> <ul style="list-style-type: none"> • Approve pay invoice 10919 for £1,841.82 by bank transfer. Seconded Cllr Collins and carried. <p><u>Tree Works</u></p> <ul style="list-style-type: none"> • Acceptance of Down To Earth quotation 6529 & 6125 to include option A for T1 dying Lombardy Poplar at allotments. Total £1912.50 net to complete all tree works addressed in the De Silva Tree Inspection Report of August 2018. seconded Cllr E Bright and carried. 	
FGP819	<p>To consider results of Old School Hall roof inspection and make recommendations thereon.</p> <ul style="list-style-type: none"> • Quotation received for roof works and surveyors response awaited. 	
FGP820	<p>To review first draft budget 2019-20 including;</p> <ul style="list-style-type: none"> • Recommendation from Staffing Committee with regards to staff pay & other matters. • Grounds maintenance contract – quotes awaited • IT support • Projects: <ul style="list-style-type: none"> -Community safety – traffic calming -Access Trail – path improvements Any other projects <p>Members reviewed the first draft budget and would recommend approval of Staffing Committee proposals with regards to staff pay. It was also noted that with the pay increase Council’s contribution to the Clerks pension would also increase in line. Proposed Cllr L Bright and seconded Cllr Richardson and carried.</p> <p>As part of the budget review members agreed to the three year IT agreement and would recommend to Council as part of the overall 2019-20 budget.</p>	
	<p>There being no further business the meeting closed at 21.35 hrs Date of next meeting scheduled:TBA</p> <p>Signed Date.....</p>	