

HADLOW PARISH COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Meeting held Tuesday 3 October 2023 at 7.30pm

Present: Cllr's Harvey (Chairman), Bright, Collins, Kennett

In Attendance: M Stepkowski (Parish Clerk & Minute Taker)

FGP919 To receive and approve apologies for absence

Cllr Massy approved.

FGP920 To receive declarations of interests

Cllrs Bright & Collins declared an interest in donation request for Golden Green Mission Hall as Trustees of the hall.

FGP921 To note approved AGAR by External Auditor

There were no significant comments made in section 3 (External Auditor report) and the Notice of Conclusion of Audit had been published on Council website in line with regulations.

FGP922 To recommend to Council approval of September Accounts (including bank reconciliation, income & expenditure, cost centre report, trial balance)

RESOLVED to recommend approval of accounts in their entirety. Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously.

FGP923 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)

RESOLVED to carry the Motion to Exclude Press & Public to consider items on the agenda in which significant aspects will be of a confidential and financial nature. Proposed Cllr Harvey, seconded Cllr Kennett and carried unanimously.

FGP924 To consider and recommend to Council Rents & Charges for Council Amenities and note Peppercorn Rents for 2024-25

RESOLVED to recommend to full Council:

Increase allotment charge from £30 to £45 (thirty to forty five pounds) as of October 2024 (costs exceeding income considerably and the demand for skips to remove unwanted waste was evident).

Cemetery charges to be reviewed once the cemetery extension operational.

Baseball charge of £500 to remain (in line with current agreement), both Old School Hall and Hy-Arts rental charges to remain for 24-25 at regular hall hire charge of £10/hr, casual user £17/hr.

Proposed Cllr Harvey, seconded Cllr Collins and carried unanimously.

FGP925 To consider recommendations from Staffing Committee on Staff Scale Points for financial year 2024-25 for recommendation to Council

Matter deferred until confirmation received from staffing chair, but draft 1 budget based on the following:

- *Clerk SCP39*
- *Admin SCP25 (3 days a week)*
- *Caretaker SCP11(part time 3 days a week)*

FGP926 To review First Draft Budget 2024-25 & Draft Precept Request in preparation for recommendation to Council

The Draft 1 Budget was reviewed, and several account codes required further scrutiny before the Draft 2 budget could be completed: these included cost codes for utilities, grounds maintenance and staffing costs.

Members would concentrate on aiming for precept increase of no more than 7.5%

FGP927 To consider and recommend to Council Reserves Policy 2024-25 & Investment Strategy

It was agreed that the Reserves Policy should be deferred until year end to ascertain funds available. However Old School Hall Earmark reserve had been almost used in the refurbishment of the kitchen and therefore required further funds, medical centre pvc windows was still to be considered under Reserves. Other projects for Earmark Reserve consideration included those already listed that may need further funds such as May Vault, Cemetery plus new reserves for CCTV equipment, election expenses, Cycle path (open spaces).

As for the Investment strategy members agreed that the status would remain in place with limited opportunities being available currently for investment.

FGP928 To approve £1000 donation to Golden Green Mission Hall management for window replacement

Resolved to recommend to full Council a donation of £1000 (one thousand pounds) for the installation of PVC windows at the Golden Green Mission Hall. Proposed Cllr Harvey, seconded Cllr Kennett and carried.

**There being no further business the meeting closed at 20.53 hrs.
Date of next meeting scheduled: TBC in 2023.**

Signed:

Date: