

WADHURST PARISH COUNCIL

THE MINUTES OF A MEETING OF THE FINANCE & RESOURCES COMMITTEE OF WADHURST PARISH COUNCIL HELD AT THE PAVILLION, HIGH STREET, WADHURST ON THURSDAY 14th NOVEMBER 2019 AT 7.00PM

Present: Cllr C Moore (Chair), Cllr Crawford, Cllr Gadd, Cllr P Moore, Cllr Morris, Cllr Murphy and Cllr Tincombe.

No Member of the public present

Minutes

Meeting started at 7.00pm

1. To receive apologies and reasons for absence.
Apologies received from Cllr Smith
 2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.
Cllr Crawford declared an interest in agenda item 7.5
 3. Public Forum – time limit 15 minutes
No members of the public present
 4. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of the Public Bodies (admissions to meetings) Act 1960.
Members agreed agenda item 9 should be discussed confidentially.
 5. To approve the minutes of the meeting of the Finance and resources Committee on the 4th July 2019 as a true record.
The minutes were agreed and signed a true record
 6. To determine matters arising from previous minutes for updating and noting.
 - Financial regulations taken to full council
The financial regulations were agreed and approved at full council
 - Grant policy agreed at full council
The grant policy was agreed and approved at full council
 - Budget **to be discussed under agenda under item 7.1**
 - Energy supplier **to be discussed under agenda under item 7.3**
 - Tennis court membership **to be discussed under agenda under item 7.5**
- Cllr Murphy entered the meeting**
7. Items for decision and allocation of resources if necessary
 - 7.1 – To discuss income and expenditure against the budget for 2019-2020
Members discussed the current budget and recommended no changes to be made at present the budget has just been agreed at full council. Cllr Gadd noted grants are now all under the same budget code.
 - 7.2- To discuss recommended budget for 2020-2021
Members discussed the recommended budget that was previously circulated. Members agreed to include a maintenance person and repairs to street lights. With these inclusions' members agreed the budget and to take forward to full council for approval.
 - 7.3 – To update the possible changing of the gas and electricity supplier for the pavilion.

The rfo will discuss with the caretaker and cricket club methods to try and reduce energy waste to reduce the cost of the heating. Also, the rfo is waiting for the energy supplier to give updated tariff fees and costing. Once this information has been received members agreed to agree the new energy supplier by email.

7.4- Appointment of internal auditor

The rfo will confirm the process for selecting a new internal auditor with SALC and provide members with additional information if necessary. Members agree to review the information by email and the recommendation will be sent to full council for approval.

7.5– Update of tennis courts costing

Previously members felt there were concerns the Parish were not receiving the correct income. This has been reviewed and the income is in line with the recommendations. No further actions.

7.6 - To review Earmark Reserves

Members discussed the circulated earmarked reserves and the recommendations were agreed.

8. Review grass and verge related cutting costs, recommendations to go to full to full council for agreement.

Members discussed the circulated costing of the grass cutting and recommended option 2 from ESCC to be sent to the full council for approval.

9. HR Related policies adopted and agree next action to take

All the HR polices discussed at the last meeting have been adopted and will be placed on the website. Cllr C Moore recommended a small working party to review ***the procedures related to the new policies and adapt them to be more related to Wadhurst Parish Council.*** Members agreed Cllr C Moore and the rfo will look into this further.

10. Update of banking arrangements

The rfo informed members a letter from the bank had been received informing the new mandate is now current. However, the signatories have not received internet banking access and resources. The rfo will contact the business manager to resolve this.

11.To update and review CiL Payments and agree next actions to take.

Members agreed to understand the CiL and section 106 payments fully a meeting should be organised with the Wealden representative. The rfo will try and see if this is possible.

12. To discuss and recommend a response to the IRP email

The IRP email was circulated, members felt they had no comments to give.

13. Items for noting

To confirm the financial regulations and standing orders are on the website following the update.

14. Urgent issues at the discretion of the chair for noting or inclusion on future agenda

Actions for the finance committee from the full council were after the agenda had been published. It was agreed a small working party would be created to look at these items for reporting to the next finance meeting.

Meeting closed at 20.08pm