

WADHURST PARISH COUNCIL

THE MINUTES OF A MEETING OF THE FINANCE & RESOURCES COMMITTEE OF WADHURST PARISH COUNCIL HELD AT Sparrows Green Recreation Ground Pavilion, South View Road, WADHURST ON THURSDAY 13th FEBRUARY 2020 AT 7.00PM

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

No Member of the public present

Minutes

Meeting started at 7.00pm

1. To receive apologies and reasons for absence.

Apologies received from Cllr Morris and Cllr Tincombe.

2. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.

None

3. Public Forum – time limit 15 minutes

None

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 items 7.4 and 7.5 should be discussed confidentially.

5. To approve the minutes of the meeting of the Finance and resources Committee on the 14th November 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.
agreed at full council

- to update the fuel supplier for the pavilion – **The fuel supplier for the pavilion was agreed and approved at full council**

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 that was previously circulated, Cllr C Moore recommended emailing the chairs of the committees for them to review their budget allowance and inform the RFO of any expected expenditure in this year financial year. Members discussed each committee and recommended earmark items and their costing. The RFO will implement these changes and email to all members for agreement before these are agreed at full council.

7.2- To review Earmark Reserves

Members discussed the circulated earmarked reserves and the RFO will implement these changes and email to all members for agreement before these are agreed at full council.

7.3 – To agree the members allowance level

Members agreed to recommend to full council the recommendation from Wealden Parish Independent remuneration panel for members allowance to be level 1.

7.4 – To agree Caretaker unpaid leave and cover

7.5 – To agree Caretaker new contract

These items were discussed confidentially

7.4 Members agreed for the caretaker to take unpaid leave as long as cover can be provided and the leave is authorised with his line manager.

7.5 Members agreed to offer the caretaker the same NALC model contract as the Clerk and RFO for equality amongst staff. This will be implemented from the 1st April. The caretaker's job description will be included in the contract.

8. To review and discuss the internal audit report

Members discussed the internal audit report and the recommendations that were advised. Members agreed the RFO will list the internal auditor's recommendations and WPC actions to address them.

9. Review of banking arrangements

The RFO informed members the banking arrangements will revert to cheques until a replacement RFO has been appointed.

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

The RFO at the last meeting asked Wealden for a meeting with a representative from the section 106 department to answer some questions on this subject. A meeting was unable to take place and the RFO conversed by email. Wealden informed the RFO there is section 106 monies to be spent on Sparrows Green, the deadline for this expenditure is 10 years and the council have to inform WDC of the recommended project. This needs to be investigated further, members agreed to ask Cllr Tincombe to look at the details of the agreement (on the planning portal under the application reference.) . Members also recommended for questions related to the section 106 and CiL to be asked at the next Parish Panel meeting.

Cllr Gadd left the meeting 20.38pm

Cllr Gadd re-entered the meeting 20.38pm

11. To discuss the next actions to take in replacing the RFO

The RFO will create a hand over for the new employee. Cllr Gadd will chase the advertisement with SALC. Also, recommendations for the job advert to be placed in the local Focus magazine and other local sites.

Members agreed for the Clerk to be appointed the RFO.

12. Items for noting

None

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

None

Meeting closed at 20:50pm