

## MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON 9<sup>th</sup> JANUARY 2018 IN THE ROSE ROOM OF THE COMMUNITY CENTRE

**PRESENT:** Cllrs. R.Lewin (Chair), Hill, Josephson, T Lewin, Moore, Pritchitt, Williams and Wogan

**APOLOGIES:** Cllr. Farrar due to family commitments

**NOT PRESENT:** Cllr. Hindler

**IN ATTENDANCE:** The Clerk and Asst. Clerk.

### 336/18 PUBLIC QUESTIONS

None

### 337/18 APOLOGIES FOR ABSENCE

Apologies were given from Cllr Farrar due to family commitments.

### 338/18 TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE ITEMS BELOW

Name	Min. No.	Category of Interest	Reason
Cllr. T Lewin	344/18	Personal	EV chargepoint regular user

### 339/18 MINUTES OF THE MEETING HELD ON 12<sup>th</sup> DECEMBER 2017

- There was disagreement on the wording of these Minutes. Cllr. R Lewin proposed that the Minutes be considered at the next meeting after the Clerk and Asst Clerk had listened to the digital recording of the meeting. This was seconded by Cllr. Hill and AGREED.

### 340/18 TO NOTE UPDATE ON PROGRESS (OUTSTANDING MATTERS NOT REQUIRING A DECISION)

1. Actions from Finance & Policy meeting of 12<sup>th</sup> December 2017  
Cllr Wogan stated that she had been told that the car club rates were only increasing by 10% initially to reflect the VAT addition, and this was not what had been agreed on 12<sup>th</sup> December. Cllr. T Lewin advised that the Car Club Charges had increased by 10% from 1<sup>st</sup> January 2018. The other 10% would effectively be absorbed by the Car Club float and the charges would be increased by a further 10% later in the year. There was a vigorous discussion: no proposal could be voted on at this juncture, but it was agreed to refer the matter back to the next F&P meeting.
2. Community Centre Heating – The heating broke down completely in the second week of December. The circulation pump was beyond repair. The engineer sourced and fitted a new pump during Christmas week and everything is back to normal.
3. GDPR Developments – Cllrs. Farrar and R Lewin will be attending a training course at the end of January.

### 341/18 CURRENT FINANCIAL REPORT

This had been circulated in advance and was NOTED

### 342/18 LIST OF PAYMENTS

No list of payments was supplied for this meeting as the last Finance & Policy meeting was only 15 working days prior.

### 343/18 BANK RECONCILIATION

This was circulated and was **NOTED**.

The Internal Auditor had advised that the signing off of the reconciliation by the Finance Chairman should be minuted. The Chairman undertook to sign off the reconciliation as at 31<sup>st</sup> December 2017 by the end of the week. NOTED

**344/18 TO REVIEW THE CHARGING RATE FOR THE NEW EV CHARGE POINT IN THE LIGHT OF NEW INFORMATION**

After discussion, Cllr. R Lewin proposed that the Council continues with the current proposed charging structure (£ 1.25 per hour for the first 3 hours and then £5 per hour thereafter) with a review in 6 months' time. This was seconded by Cllr. Hill and AGREED.  
A letter would be sent to 'Charge Your Car' explaining our charging system.

**The Chairman introduced the following as urgent business under Standing Order 3(w)**

**345/18 FOREST ROW COMMUNITY PRE-SCHOOL**

A letter had been received on 8<sup>th</sup> January from the Pre-School requesting a further rent 'holiday' until August 2018. There was much discussion over this. Cllr. Josephson proposed that this request be refused and the full rent be charged from January 2018 following a previously agreed 6 month 'holiday'. This was because no further representations had been received before the end of the 'rent holiday' period. and next year's budgets had already been calculated  
This was seconded by Cllr. R Lewin and AGREED.

**346/18 CORRESPONDENCE**

A letter had been received from the Conservators of Ashdown Forest thanking the Parish Council for the grant for the next 2 years.

**347/18 ITEMS TO REFER TO COMMITTEE OR FULL COUNCIL**

Proposals for amendments to the Grant Policy to be prepared for the next Finance & Policy meeting in April.  
The VAT position for the Car Club.

The meeting closed at 8.47pm.

SIGNED:..... DATE.....

(Chairman)