

MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON 19th NOVEMBER 2024 IN THE GARDEN ROOM OF THE COMMUNITY CENTRE AT 7.30PM.

PRESENT: Cllrs. Gilbert , Eichner, Jaffay, Taylor-Smith, Volkers & Waters

APOLOGIES: Cllr. la Djoï

NOT PRESENT:

IN ATTENDANCE: The Clerk & Deputy Clerk and 5 members of the public

200/24 PUBLIC QUESTIONS

None

201/24 APOLOGIES FOR ABSENCE

Apologies had been received from Cllr. la Djoï due to a prior engagement.

202/24 TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE ITEMS BELOW

Name	Min. No.	Category of Interest	Reason
Cllr. Jaffay	210/24	Personal	Officer of We Grow
Cllr. Eichner	210/24	Personal	IT advisor of We Grow

203/24 MINUTES OF THE MEETING HELD ON 16th JULY 2024

Cllr. Eichner proposed that the minutes of the meeting of 16th July 2024 be accepted. This was seconded by Cllr. Waters and AGREED

204/24 CLERKS REPORT ON MATTERS NOT REQUIRING A DECISION

1. Bank signatories – now Cllrs. Eichner, Gilbert, Taylor-Smith and Waters NOTED
2. Internal audit – This was taking place on 20th November. NOTED
3. Hambro Hall lease – Lease with the trustees of On My Side for consideration – proposed start date 1st January 2025. NOTED
4. Other Leases – the lease for the Acupuncture Room is ready for signature. The lease for the football field is still under negotiation. NOTED
5. Recruitment – Interviews taking place 20th, 21st & 25th November. NOTED

205/24 FINANCIAL REPORT

This had been previously circulated and was NOTED

206/24 LIST OF PAYMENTS

The List of Payments had been circulated in advance and was APPROVED.

Unity Trust from 1 ST July to 5 th November 2024	£234,058.26
Pockit Card – David O’Driscoll 1 st Jul to 31 st October 2024	£ 847.49
Pockit Card – Carolyn Coomber 1 st Jul to 31 st Oct 2024	£ 1,076.00
Pockit Card – Gages 1 st Jul to 31 st Oct 2024	£ 4,057.82
Pockit Card – Youth 1 st Jul to 31 st Oct 2024	£ 985.24
Total	£241,024.81

207/24 BANK RECONCILIATION & INVESTMENTS

These had been previously circulated and were NOTED

208/24 FINANCE & POLICY BUDGET FOR 2025-26

This was discussed. Cllr. Eichner proposed the draft budget as presented, with minor amendments be adopted. This was seconded by Cllr. Waters and AGREED

Cllr. Waters proposed that items 12 and 15 on the agenda were dealt with at this point in the meeting. This was seconded by Cllr. Volkers and AGREED.

209/24 EXTENSION OF LOW-COST COUNSELLING SCHEME

A report had been submitted with details of the success of the scheme so far. The organisers were looking for an additional £1,000 to the financial year end in view of demand. Cllr. Eichner proposed that an extra £1000 be allocated to this scheme (until the end of this financial year). This was seconded by Cllr. Volkers and AGREED.

210/24 GRANT APPLICATIONS

1. Friends of the Medway – Cllr. Taylor-Smith proposed that a grant of £ 1,000 be made. This was seconded by Cllr. Eichner and AGREED.
2. We Grow – A representative from We Grow spoke about their work and answered questions. Cllr. Taylor-Smith proposed that a grant of £ 1,200 be made. This was seconded by Cllr. Gilbert and AGREED.
3. Barebones Theatre Company – a representative from Barebones Theatre Company spoke about the company and the work that were trying to fund. Cllr. Taylor-Smith proposed that a grant be made of £2,000 (with any profit made being put back into the company – with a time limit of 24 months). This was seconded by Cllr. Gilbert and AGREED.
4. St. Peter & St. James Hospice – Cllr. Gilbert proposed that a grant of £ 500 be made. This was seconded by Cllr. Eichner and AGREED.
5. Community Compost initiative – The project co-ordinator of the scheme spoke about the scheme and answered questions. Cllr. Eichner proposed that a grant be made of £ 2,375 be made (paid out of the grant received from Frow Resource for 'waste' projects). This was seconded by Cllr. Waters and AGREED. The Clerk was asked to formally advise FRowResource of the expenditure.
6. Java & Jazz – Cllr. Gilbert proposed that this grant request be declined as it was originating from a commercial business. This was seconded by Cllr. Jaffay and AGREED.

A Grant Policy review had been requested. Cllr. Gilbert proposed that the Clerk and Deputy Clerk compile a draft document for more general comment.

211/24 REVIEW OF CURRENT QUOTES

1. Revised quotes for the path(s) to the play area – not yet received. NOTED
2. Hambro Hall remedial works – not yet received. NOTED
3. Streetlight with UKPN involvement – these were discussed and concerns raised that the Council has 'no choice' but to accept them. Cllr. Eichner proposed that the 3 quotes be accepted. This was seconded by Cllr. Waters and AGREED.
4. Renewal of office server – Cllr. Gilbert proposed that this be accepted up to an amount of £2,500. This was seconded by Cllr. Taylor-Smith and AGREED.

212/24 SUPPORT FOR LOCAL ARTISTS

This was an initiative suggested by Cllr. Eichner. This was discussed and Cllr. Eichner proposed that a budget of £ 1,500 be added to the Facilities budget for this purpose with terms & conditions of allocation to be decided. This was seconded by Cllr. Waters and AGREED.

213/24 REVIEW OF SALARY SPINE POINTS AND DIFFERENTIALS

Cllr. Gilbert proposed that the Clerk be authorised to produce a working paper on this issue for discussion by Personnel & Grievance Committee. Recommendations to Full Council. This was seconded by Cllr. Taylor-Smith and AGREED.

214/24 A POLICY ON 'HOSTILE' ARCHITECTURE

Cllr. Eichner proposed that a suggested Policy be adopted – with amendments. This was seconded by Cllr. Volkers and AGREED.

215/24 TO NOTE ITEMS TO BE REFERRED TO COMMITTEE OR FULL COUNCIL

None

The meeting closed at 9.55 pm.

SIGNED:..... (Chairman) DATE.....