

**MINUTES OF THE FINANCE & POLICY COMMITTEE MEETING HELD ON 8<sup>th</sup> JANUARY 2019 IN THE ROSE ROOM OF THE COMMUNITY CENTRE AT 7.30PM.**

**PRESENT:** Cllrs. R.Lewin (Chair), Farrar, Hill, Hindler, Josephson, T Lewin, Pritchitt & Wogan

**APOLOGIES:** Cllrs. Moore & Williams

**NOT PRESENT:**

**IN ATTENDANCE:** The Clerk and Asst. Clerk. Cllr. Summers as a member of the public

**13/19 PUBLIC QUESTIONS**

None

**14/19 APOLOGIES FOR ABSENCE**

Apologies were given and accepted from Cllr. Moore due to ill health and Cllr. Williams due to work.

**15/19 TO DECLARE ANY INTERESTS OR REQUEST DISPENSATION PERTAINING TO THE ITEMS BELOW**

Name	Min. No.	Category of Interest	Reason
Cllr. Pritchitt	31/19	Personal	Member of a group of potential hirers.
Cllr. Josephson	31/19	Personal	Potential tenant & regular hirer

**16/19 MINUTES OF THE MEETING HELD ON 27<sup>th</sup> NOVEMBER 2018**

The minutes of the meeting held on 27<sup>th</sup> November 2018 were proposed for acceptance by Cllr. Josephson, seconded by Cllr. Hill and signed as a true record.

To consider any objections to deletion of the digital transcript of the meeting held on 27<sup>th</sup> November 2018. No objections were noted.

**17/19 TO NOTE UPDATE ON PROGRESS (OUTSTANDING MATTERS NOT REQUIRING A DECISION)**

1. CIL Monies – As agreed, part of the CIL monies received from Wealden District Council have been applied to the purchase of new litter bins. NOTED
2. Virements from Reserves – The virements from reserves agreed at the last Finance & Policy meeting to cover additional refurbishment costs in the Community Centre have been made. NOTED
3. Rental Values – A local surveyor recently conducted a valuation of parts of the Community Centre premises for updated rental values. Outline recommendations had been received and this would be discussed under Confidential business. NOTED

**18/19 CLARIFICATION OF (NON-CONFIDENTIAL) ACTIONS FROM LAST MEETING**

None

**19/19 FINANCIAL REPORT** to mid-month 9.

This had been circulated in advance and was NOTED.  
There were no written Committee reports.

**20/19 LIST OF PAYMENTS**

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

Unity Trust from 13 <sup>th</sup> November 2018 to 31 <sup>st</sup> December 2018	£ 105,007.62
HSBC from 1 <sup>st</sup> November 2018 to 31 <sup>st</sup> December 2018	<u>£ 22,299.76</u>
TOTAL	£ 127,307.38

**21/19 BANK RECONCILIATION**

This was circulated in advance and was **NOTED**.

**22/19 COUNCIL'S INVESTMENTS**

This was circulated in advance and was **NOTED**.

**23/19 TO CONSIDER (AND RESOLVE IF REQUIRED) ON ANY MATTERS BROUGHT FORWARD FROM THE PREVIOUS EXTRAORDINARY MEETING OF FULL COUNCIL**

The future refurbishment of the Community Centre to be taken to Property & Assets Committee.

**24/19 TO REVIEW THE VALUE OF CURRENT ACTIVITIES**

This item had been requested by Cllr. Pritchitt. She was reminded that financial reports of all Council activities were reviewed by the relevant Committee.

There was much discussion on what was already done by Committees and staff to ensure that value for money was being delivered.

Cllr. R Lewin proposed that an informal meeting be scheduled (in March) to remind all Councillors what the Parish Council does & why, and what else it might like to support. Seconded by Cllr. Farrar and **AGREED**.

The Clerk commented that the figures submitted were out of date and therefore not entirely accurate. Cllr. Pritchitt proposed that the figures for the half-year up to September 2018 had been looked at and accepted. This was seconded by Cllr. Josephson (noting the Clerks comments) and **AGREED**.

Cllr. Hindler joined the meeting at 8.07.

Cllr. R Lewin requested the Clerk to issue a reminder to all Councillors that any notes should be sent out no less than 3 days before the relevant meeting. Cllr. Wogan advised that it been agreed previously that notes should not be sent out on the day of the meeting that they referred to.

**25/19 TO CONSIDER ADOPTING A SYSTEM OF CARD PAYMENTS THROUGH THE PARISH OFFICE**

Cllr. Hill proposed that the Clerk do some research into this matter and bring back to Committee at a future meeting. This was seconded by Cllr. Hindler and **AGREED**.

**26/19 TO CONSIDER AND RESOLVE ON A GRANT APPLICATION FROM FOREST ROW PRE-SCHOOL**

Committee settled on a proposal from Cllr. Pritchitt for £ 350.00. This was voted on: 4 for, 4 against and with the casting vote by the Chairman, this was **AGREED**.

**27/19 CONFIDENTIAL BUSINESS**

Minute numbers 28/19, 29/19, 30/19 and 31/19 are attached as Confidential minutes.

**32/19 CORRESPONDENCE**

Letters of thanks had been received from 3 grant recipients.

**NOTED**

**33/19 ITEMS TO REFER TO COMMITTEE OR FULL COUNCIL**

Cllr. Wogan asked that the investment of Council monies be looked at, following the Internal Auditors report.

Cllr. Hill asked that the ownership/maintenance of the shed outside Hambro Hall be looked into.

The meeting closed at 9.20pm.

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

(Chairman)

