

HILDENBOROUGH PARISH COUNCIL

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Finance Committee Meeting held on Wednesday 1 November 2017 in the Committee Room of the Village Hall at 7.30pm

MINUTES

Present: Mr M Baker (Chairman) Mrs M Coles Mr D Haugh
Mr A McNeil Miss C Sheldon

Also present: Mrs P Gow (Clerk)

Apologies: Mr C Lewis, Mrs C Baker

1. Minutes of meeting held on Wednesday 2 November 2016

These were agreed as a true record.

2. Matters arising

There were none.

3. Expenditure review 2017/18

It was reported that most budgets were on target, except for an overspend on tree surgery following the tree survey and agreed overspends on projects. This results in an approximate overspend of £6,500 at year end. Income for the year 2017/18 is almost complete, with only sales of publications in this year to come.

4. Draft budget 2018/19

Overall the draft budget has been increased by 2%. This varies among budget headings but generally for regular contracts a 2% increase has been included. Other budget headings have been amended according to need. The Finance Committee recommend the Parish Council to accept this draft budget.

4.1 Project proposals on 3-year Plan

4.1.1 Increased play equipment West Wood

The Finance Committee recommend to the Parish Council the setting of £15,000 in the 2018/19 budget towards this project. They further recommend that grants are sought to increase this budget.

4.1.2 Repairs/replacement of Roundabout Recreation Ground

The repairs to the roundabout are being undertaken on 2 November. If this is successful repairs will be necessary to the wetpour. If this is not successful replacement of the roundabout, not necessarily with a roundabout, will be required. Should this be necessary the budget for West Wood may need to be revisited.

4.1.3 Internal painting of Pavilion

This is the only outstanding item on the renovation of the Pavilion. This will be taken forward to 2018/19 when a decision whether to go ahead or not can be taken when the accounts have been finalised at 31 March 2018.

4.2 Salary review (confidential item)

5. Review of Financial Regulations

Minor amendments were agreed and recommended for adoption by the Parish Council.

6. Donations/Sponsorship/Subscriptions

The Council has received one request for a donation, that from St John's Church to help with the upkeep of the burial ground for local residents both for internment and to provide an attractive and peaceful place for parishioners and visitors. It was agreed to recommend to the Parish Council a donations of £2,000.

It was further agreed to recommend to the Parish Council a donation to Hildenborough Conservation Group towards their insurance cover for work undertaken in West Wood.

7. Review Club Rents for 2018/19

Two alterations to the Club Rents are recommended to the Parish Council for 2018/19.

Hildenborough Tennis Club's rent is due for review and it is recommended to increase this by £25 to £775 per annum which represents an approximate increase of 3%. There has been an application for Hilden Oaks School to use the cricket facilities. Hildenborough Cricket Club does not have any objection. It was agreed that a charge of £100 for its use should be made. This should further be discussed at Open Space Committee.

8. Review of bank accounts

Details of bank accounts were circulated to members and no change was recommended.

9. Use of Direct Debits (for BT, EDF and any other agreed by Parish Council), BACS and CHAPS

The Finance Committee recommend the use of direct debits, BACS and CHAPS when agreed by the Parish Council.

10. AOB

There was none.

CONFIDENTIAL ITEMS

There was one item.