

<b>Committee, Group or Sub Group</b>	
FINANCE & STRATEGY GROUP	
<b>Meeting Date &amp; Venue</b>	
2.30pm Wednesday 13 <sup>th</sup> January 2021, Virtual ZOOM Meeting	
<b>Report Author</b>	
Deborah Jenkins – Deputy Clerk & Finance Officer	
<b>Report</b>	
<p><b>Present:</b> Parish Councillors Paddy Riordan (PR), Colin Bowden (CB), Joan Buller (JB), Sue Forward (SF), Sam Lain-Rose (SL-R), Simon McNeill (SM) John Perry (JP). Deputy Clerk &amp; Finance Officer Deborah Jenkins (DJ), Clerk Alison Smith (AS).</p>	
<ol style="list-style-type: none"> <li>1. <b>Apologies:</b> There were none.</li> <li>2. <b>Dispensations:</b> JP was given a dispensation to speak on matters relating to Jubilee Field and the Youth Club.</li> <li>3. <b>Minutes of last meeting (02/12/2020):</b> it was NOTED that they had previously been issued to Full Council and published on the PC website.</li> </ol> <p><i>SF and SL-R joined the meeting at this point.</i></p> <ol style="list-style-type: none"> <li>4. <b>Draft Budget 2021-2022</b> – Review of draft budget: <ol style="list-style-type: none"> <li>a) <b>Replacement of three CCTV cameras</b> – for discussion in relation to 2021-2022 budget: Quotes for the replacement of the three CCTV cameras had been sought in early 2020 but had not been progressed further. Councillors were in favour of replacing the CCTV camera sited at The Parade and conceivably Surrenden Field and Market Street also. It was NOTED that the available CIL funds of £9,133.67 could be utilised for this project. After some discussion it was <u>AGREED</u> to increase the CCTV budget by £10k towards the replacement of CCTV cameras and <u>to recommend to Full Council that CIL funds currently held be directed towards CCTV provision.</u></li> <li>b) <b>Cranbrook Road Traffic Survey</b> - following implementation of new calming measures and in relation to a resident's request for a pedestrian crossing for discussion in relation to 2021-2022 budget: JB confirmed that a traffic survey had been completed at the crossroads, from all four directions, in November 2019. Councillors noted that since this time further housing had been constructed and the new Sainsbury's store was in progress. PR said that Morrison's had also opened a convenience store at the petrol station on the Cranbrook Road which had increased footfall in the area. Councillors AGREED to include a sum of £2.5k in the budget to commission a traffic survey, at various points on all four roads into the village, to take place following implementation of the traffic calming measures and once traffic returned to more normal levels outside of a lockdown period. JB stated that the proposed pedestrian crossing would be included in the HIP. SF suggested that SPC could request the data from KCC's more recent traffic survey in the village.</li> </ol> </li> </ol> <p>Councillors NOTED the Council Tax and Precept letter from MBC which stated that the current Band D charge would generate a precept of £194,190.87, an increase of £11,190.87 with no change in the parish element of the council tax for each resident. <u>It was AGREED, following the adjustment to include the total increase of £12,500 as above, to submit to Full Council for approval at the meeting on 1<sup>st</sup> February 2021 a proposed budget comprising gross expenditure of £232,143 and a precept requirement of £194,191.00, the difference being funded from anticipated income, CIL funds and reserves.</u></p> <p>PR reported that an Employment Group meeting is to take place on 21<sup>st</sup> January 2021 and that an adjustment to the budget may be required depending on the outcome of the meeting. DJ responded that she would amend the budget as required and send copies to F&amp;SG members before the Full Council meeting on 1<sup>st</sup> February 2021. Any adjustment to the staff budget would not affect the precept requirement previously agreed.</p>	

ARISING FROM PREVIOUS MEETING:

5. **Jubilee Playing Field** – PR Update on formalising the future Management and Maintenance of Jubilee Field: AS reported that to date one party had responded to the finalised Service Agreement. Other parties would be chased for responses in due course. Nothing further had been progressed with regard to the changes of the trustees.
6. **Youth Leader Project** – Youth Leader Project: copy of latest annual accounts dated 1st February 2019 - 31st January 2020: Following receipt of the latest accounts it was AGREED to Recommend to Full Council to withhold all payments to the Youth Club until such time that youth provision is reinstated and income and expenditure information is provided to Council for their financial year 2020/21 (ending Jan 21). SL-R requested that SPC advertise other sources of youth provision on their website. Councillors suggested that the Youth Club trustees be invited to a CEG meeting to discuss any questions they may have.

OTHER BUSINESS

7. **CIL & S106** – Schedule of funds received/available; forward strategy on the use of funds; engaging the community in the decision-making process: CIL funds to be used for CCTV provision as per agenda item 4 a) above.
8. **Publication of Monthly Financial Information** – Balance Sheet: Councillors AGREED to recommend to Full Council that the Balance Sheet be published with the additional monthly financial information.
9. **Date of Next ZOOM Meeting** – 21<sup>st</sup> April 2021 at 2.30pm.