

STAPLEHURST PARISH COUNCIL

FINANCE & STRATEGY GROUP MEETING

Thursday 16th March 2023

Minutes

Present: Cllr Perry, Cllr Hotson and Cllr Buller

1. Apologies for Absence: Cllr Riordan plus Cllrs McPhee and Eerdeken

2. Dispensations - NA

3. Minutes of previous meeting

Minutes of 16th Feb 2023 2pm and 7:30pm were proposed by Cllr Hotson and seconded by Cllr Buller and agreed by majority 2 for, 0 against and 1 abstained as absent from meetings

4. Parish Council AGM – Following a discussion the revised draft AGM with one or two refinements;

Appointments to Committee and groups

Cllrs usually bring forward the preferences and then slot in around those

Clerk has asked Chairman of groups to ask if residents currently involved want to stay involved

Chairman and Vice Chairman – Ex-officio's

Donations should focus on local groups – wider groups should apply for a grant

Meeting dates the dates around Bank Holidays need to be double checked and finalised

Appointments to local groups – Clerk to double check on existing groups – are there any other groups we should add?

Review arrangements with other LA's or trusts – add in

- Parish Charter
- Lease to Staplehurst Community Centre (offices)
- Lease and management arrangements with JFMC

5. Youth Club report – Following a discussion agreed in principle some amends to the Terms and Conditions and double checking cleaning specification with Cllr Riordan / McPhee as they are heavily involved in the Youth Club.

The Service Contract can be used as a base for future “service contracts” were the Council pays a straight fee and the individual is responsible for their own insurance, tax declarations and national insurance.

6. Council consultations – following a discussion it was felt that Clerk reports back with

- Details of using “business address” for postal surveys
- A draft residents survey which would feed into Parish Council priorities moving forward
- Housing Needs Survey – now aiming for summer 2023
- Potential 3g all-sports pitch survey – summer / autumn 2023
- Consultation also needs to include – website / social media / Council stalls at events
- Agreed Clerk report back with updated Communications Strategy
- Agreed Clerk bring back simple flow chart on contracts – **see draft attached**

7. Date of next meeting –Thursday 27th April 2023 – 7:30pm