

STAPLEHURST PARISH COUNCIL

Committee, Group or Sub Group	
FINANCE GROUP	
Meeting Date & Venue	
10 a.m. Friday, 21 st October 2016, Parish Office, Staplehurst Village Centre	
Report Author	
Sue Bassett – Responsible Finance Officer	
Report	
<p>Present: Councillors Rory Silkin (RS) who took the chair, Tom Burnham (TB), Sam Lain-Rose (SL-R) and John Perry (JP). Sue Bassett – RFO</p> <p>1. Apologies: Cllrs Paul Kelly (PK) and Chris Claridge (CC).</p> <p>2. Minutes of last meetings (29/07/2016) had been circulated, noted and agreed.</p> <p><u>ARISING FROM LAST MEETING</u></p> <p>3. Youth Leader Project – In the absence of PK no progress report was available regarding the management structure of the Youth Club. <u>Agreed to carry forward.</u></p> <p>4. Parish Services Agreement – JP reported that feedback was awaited. <u>Agreed to carry forward.</u></p> <p>5. Banking arrangements – The RFO reported that MBC & KCC Finance were not open to investment of Parish funds through their existing systems. NatWest Customer Services were unaware of any new system of internet banking for businesses operated by two digital signatories. RS offered to contact the Council's Business Manager again on this.</p> <p><u>OTHER BUSINESS</u></p> <p>6. Next Quarter Reviews for consideration</p> <p>6.1 Current Year's Budget – Councillors noted that certain budget heads were overspent but that the overall budget was not. It was agreed to take appropriate action at a later date.</p> <p>6.2 Jubilee Field Management – It was understood that progression of the Maintenance Agreement was waiting upon a new Management structure.</p> <p>6.3 Parish Services Expenditure 2016/2017 – Councillors noted the extract from the accounts which confirmed expenditure above that of the MBC annual contribution.</p> <p>7. Forward Plan & Draft Budget 2017-2018 Version 1 – The first draft was considered and small amendments were made following discussion. RS suggested that an assessment be made of how useful some subscriptions and publications were. Version 2 would be circulated to all Councillors for consideration on 21st November Full Council meeting.</p> <p>8. Cheque Signatories – Agreed to ask for volunteers at 7th November Full Council. SL-R offered to become a cheque signatory.</p> <p>9. Date of Next Meeting – 6th January 2017 (unless required sooner). Future meeting dates agreed as 28th April, 28th July and 27th October, 2017.</p>	