

Committee, Group or Sub Group	
FINANCE & STRATEGY GROUP	
Meeting Date & Venue	
09.30 Thursday 10 th January 2019, Parish Office, Staplehurst Village Centre	
Report Author	
Deborah Jenkins – Deputy Clerk & Finance Officer	
Report	
<p>Present: Councillors Tom Burnham (TB), Paul Kelly (PK), Cllr Sam Lain-Rose (SL-R), Cllr John Perry (JP), Cllr Rory Silkin (RS) Deborah Jenkins (DJ), Deputy Clerk & Finance Officer and Mick Westwood (MW), Parish Clerk.</p>	
<ol style="list-style-type: none"> Apologies: Councillor Paddy Riordan (PR). Minutes of last meeting (06/12/2018): it was NOTED that they had previously been issued to Full Council and published on the PC website. Draft Budget 2019-2020: an updated draft budget had been submitted to Full Council for comment on 7th January 2019 (Min 1740) where an observation about the loss of Street Sweeping (JP) was made. Further discussion on various budget headings took place, including Street Sweeping (PK). MW reminded Councillors to be aware of their declared interests when discussing expenditure items. It was AGREED to submit the budget, without further amendment, to Full Council for approval at the meeting on 28th January. An Income & Expenditure Comparison table, Appendix A, caused further debate about the future level of expenditure and reserves held. It was NOTED that due consideration on these items would be required when setting the budget in future years. <p><u>ARISING FROM PREVIOUS MEETING:</u></p> <ol style="list-style-type: none"> Youth Leader Project – PK confirmed that the first draft of the Management and Maintenance Agreement and a Service Level Agreement had been received and discussed by the Trustees. Further review was required and it was expected that some revision would be necessary. A meeting of the Trustees would take place next week to further consider the Agreement and PK expected to complete the work within the next couple of months. Jubilee Playing Field – PR Update re: JFMC 3-year Business Plan (including a strategy for mower breakdowns/servicing) and update/progress report on the completion of the Maintenance Agreement. In the absence of PR, SL-R reported that no further progress had been made. SL-R confirmed that a meeting with the footballers would take place prior to the CEG meeting on 14th January to discuss their proposals for development of football facilities. <p><u>OTHER BUSINESS</u></p> <ol style="list-style-type: none"> Next Quarter Contract Reviews for Recommendation to Full Council – A schedule of forthcoming contracts and subscriptions for renewal had been circulated to all Councillors. It was agreed to recommend to Full Council a final payment to Zulogic to include the period up to the transfer of the new website domain; to renew the annual contracts to Playsafety £161.00, Cam-tech Services £140.00, Maclin Pumps £392.00, Bell Lane Toilets water with Castle Water £340.00, Eco-san Ltd £78.00, Jubilee Field Management Committee £2,500.00, Surrenden Pavilion waste water with Business Stream £82.00, Countrystyle Group bin collection £682.24, Christmas Motifs unmetered electricity supply with E-on £30.00, Surrenden Field hedge cutting with Forestry First £1,460.00, grass cutting at Chestnut Avenue with Forestry First £400.00, Iden Business Services £400.00, and Arron Services £450.00; to pay annual subscriptions to ACRK £50.00, KALC £1,275.00 (post meeting information £1,300.00) and County Playing Fields Association £20.00. 	
<ol style="list-style-type: none"> Date of Next Meeting –23rd May 2019, 09.30, Parish Office (or in April if required) 	