



**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE ON TUESDAY 3RD
MAY HELD IN THE PARISH MEETING ROOM, GOUDHURST ROAD, MARDEN
COMMENCING AT 7.30PM**

**Min.
No**

- 40/16 **Present:** Cllrs Boswell, Brown, Mannington, Reed and Tippen. Cllr Cowin and the Clerk were also in attendance.
- 41/16 **Apologies:** Cllr Adam gave his apologies.
- 42/16 **(a) Register of Interests:** There were no amendments to the register of interests
(b) Granting of Dispensation: There were no requests for dispensation of any item on this agenda
- 43/16 **2015/16 Accounts**
 The Clerk has provided copies of the end of year accounts prior to the meeting and the details contained therein were discussed. The final figures were agreed. The Internal Auditor had visited today to undertake the Final Audit – there was an issue in how the Public Works Loan and repayment had been recorded on the software and the Clerk together with the Auditor and software company would look to rectify this for the next financial year.
- 44/16 **Expenditure/Income – 2016/17**
 Office Telephone:
 Storage:
 IT Support:
 The HR Sub-Committee had discussed all the above at the meeting prior to Finance Committee and proposed the following:
 Office Telephone: Cllr Tippen would look at possible options and would report back with costings. It was also proposed that the Clerk look at costs of a new mobile phone.
 Storage: Although no purchases were needed at the current time Cllrs and the Clerk/Assistant Clerk would review the storage facilities at The Allens so as to move some of the older documents from the office to release some cupboard space.
 IT Support: The office laptops needed upgrading and Microsoft Office installed. It was therefore proposed that an outside IT service be contacted to look into this.
 Cllrs agreed.
- 45/16 **Updating Three-Year Financial Plan**
 Cllr Adam and the Clerk had spent a few hours looking at the plan and finalising the figures. However it was proposed that a further date be set when Cllr Adam was available to go through the document in more detail. The Clerk would contact Cllr Adam for available dates.

46/16 Report from HR Sub-Committee:

Items raised in 44/16 above.

47/16 Invoices to be agreed and payment made:

No invoices were presented for payment

48/16 Other Financial Issues

The Clerk had contacted MBC regarding S106 contributions for open space and the areas concerned. A response had been received back but it had still not stated whether Napoleon Drive and The Chestnuts could be incorporated into Marden Playing Fields. The Clerk had written again for confirmation.

A further email had been received stating that a provision of £32,640 had been included in the Deed of Variation for Stanley Farms development for improving the existing play areas at Napoleon Drive and Marden Playing Fields.

The Clerk was asked to put together a table of what contributions are due to Marden PC for open space on all the developments, what the criteria is and when the money needs to be spent by. Cllrs Boswell and Brown would then meet with the Clerk and Assistant Clerk to look into these more thoroughly.

There being no further business the meeting closed at 8.26pm

Signed: Date: 10th May 2016
Cllr Dorothy Reed, Chairman, Marden Parish Council Finance Committee

Agreed 10th May 2016