



Local Government for Langton Green, Speldhurst, Ashurst and Old Groombridge

**Minutes of a Finance Committee Meeting held in the Council Office,  
Langton Green Recreation Ground on Monday 25<sup>th</sup> February 2019 at 7.30pm**

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**MEMBERS PRESENT:** Cllrs Mrs Lyle (Chairman), Mrs Soyke, Mrs Podbury, Mrs Woodliffe, Milner and Ellery

**MEMBERS OF THE PUBLIC:** There were no members of the public present

**OFFICERS PRESENT:** C May – Clerk and Mrs K Harman – Assistant Clerk

1. **To enquire if anyone present intends to film, photograph and/or record the meeting:** No-one present intended to film, photograph and/or record the meeting.
2. **To receive and approve apologies for absence:** Apologies received from Cllr Mrs Jeffreys – prior engagement.
3. **Disclosures of Interest:** The Assistant Clerk declared an interest in item 14b) – KALC Planning conference.
4. **Declarations of Lobbying:** There were none.
5. **Minutes: RESOLVED** that the minutes of the Finance Committee meeting dated **10<sup>th</sup> December 2018**, copies having previously been forwarded to Members, be approved and signed as a correct record.
6. **Public Open Session:** There were no members of the public present.
7. **Interim Payments:** The Clerk advised the following payments since the Full Council meeting:  
Mastercard: £9.00 bank charge.  
Current account: £216.00 Canine waste; £274.56 repair to water heater in café; £937.31 to Mastercard to bring balance to zero.
8. **Budget Virements:** see item 9
9. **Financial Position as at February 2019 and review of expenditure vs budget to-date:** Summary sheets and detailed reports had been circulated prior to the meeting.

The Clerk answered Councillors' general queries on the figures and the financial position was noted as acceptable. The Clerk suggested that the balance of the contingency account of £2,985 be transferred to pay for the new tablets, cases and training. **RESOLVED** to recommend to Full Council. The Clerk said that a virement will be needed in the new financial year to account for the grant of £3,000 approved to Withyham PC towards a new play area. He said that the Groombridge maintenance figure for next year was under-budgeted because of the increases advised by Landscape Services. Cllr Ellery queried the charges for the broadband and mobile phone. The Clerk said that he would investigate this matter and report back to Councillors at the next Finance Committee meeting.

**10. Financial Position as at February 2019 and review of expenditure for the Pavilion:** The Clerk had circulated summary sheets.

It was noted that the pavilion accounts were in credit for the year. It was suggested that whilst the recreation ground was unusable during the drainage works and the pavilion café was closed, the pavilion would be redecorated, and the kitchen be updated.

**11. Banking and Reserves:**

- a) To consider present banking arrangements: The Chairman noted that the accounts were all within their FCFS limits.
- b) Changes to signatories and a review of the bank accounts will be deferred until after the elections in May 2019. The Clerk asked councillors Mrs Woodliffe and Ellery if they would consider becoming signatories. They will advise him.

**12. Committee and Working Group expenditure:**

- a) Expenditure authorised but not yet invoiced – there were none.
- b) The four Councillors who had been issued with the tablets on a trial basis agreed that the trial had been successful and recommended that they be issued to the remaining Councillors.
- c) Councillors discussed the suitable tablet cases and it was **RESOLVED** to have cases with keyboards.
- d) **RESOLVED** to purchase carpet protectors for Council Office £100.
- e) **RESOLVED** that an Office 365 Business account be set up at c£120pa. for the new Admin Assistant
- f) **RESOLVED** to renew membership of the CPRE annual fee £36pa
- g) **RESOLVED** that the fencing in the nursery school courtyard is repaired by Tate fencing at a cost of £1,184.00
- h) **RESOLVED** that the pedal cycle roundabout be investigated for repairs at a cost of £240.00
- i) The Amenities Committee recommended that the new path behind the ball-stop netting be installed at a cost of £3,001.98 once the drainage project was complete. It was agreed to review the financial impact when the drainage project was near completion.
- j) **RESOLVED** that repairs to the path adjacent to the Vicarage be carried out by Landscape Services at a cost of £665.00
- k) **RESOLVED** that the detritus be removed from The Boundary at an approximate cost of £350.00
- l) Broadband and telephone – see item 9 above.

**13. Grant requests:**

- a) **RESOLVED** to grant £344 for the Speldhurst Pram Race insurance.
- b) **RESOLVED** to grant £250.00 to Victim Support.
- c) **RESOLVED** to grant £250 to TW Samaritans.
- d) **RESOLVED** to contribute £250 to the Counselling Centre.

- e) A request had been received from St Mary's Church for a grant towards restoring the Waller memorial window. Councillors agreed that any spending of contingency money for the next financial year would have to be carefully considered. It was therefore agreed to ask St Mary's Church to revert once a better idea of the other fundraising had been received. Cllr Milner was to explain to the applicant that the Parish Council is currently facing financial pressures.
- f) A request had been received from Educational Marketing Supplies for a contribution of £171.99. It was agreed that the Parish Council would not be contributing.

**14. Staff and Training:**

- a) N.E.S.T. pension contribution rates had increased which was noted by Councillors.
- b) **RESOLVED** that the Assistant Clerk should attend the KALC Planning conference at a cost of £60. The Clerk advised that the recent KALC Planning conference was unbudgeted.

**15. Items for Information:**

There were no items for information.

There being nothing further to discuss meeting closed at 8.27pm.

Chairman