



Report of the Finance and General Purposes Committee Wednesday 19th October 2022 at 7:30pm

PRESENT Cllr. J Britt Chairman presiding.
Cllrs. N Osborne & A Walmsley
J Bate (RFO) & L Westcott (clerk)

Public Participation:

No members of the public present.

The meeting was opened and closed due to being inquorate. The agenda was followed to allow for discussions and the notes of the discussions are below.

1. APOLOGIES FOR ABSENCE

No apologies received.

2. DECLARATIONS OF INTEREST ON THE AGENDA

Cllrs. N Osborne declared an interest in Lenham Nursery School.
No other interests declared.

3. MINUTES FROM F&GP 20th AUGUST 2022

The minutes of the F&GP meeting held on 20th August 2022 cannot be agreed as the meeting is not quorate, these had however been authorised by October's full council.

4. FINANCIAL REPORT (by RFO J Bate)

- a. Current Budget Update – A review of expenditure so far against each budget line is being completed.
- b. Budget planning 23/24 - work has begun on the budget planning for 23/24, this will include the proposed increase of RFO hours and insurance funds for sick pay. Salaries are the largest budget line, these need to allow for an increase of pay in line with NALC and also for adjustment of clerk and RFO pay scales. Work is required in the churchyard on a large leylandii tree, quotes will be sought. Quotes for the WC at 1A are being sought. Quote for grass management will also be sought. All to aid budget planning.
- c. General Finance Function Report – With the increase in budget activity, RFO work has been calculated at 97 days per year, this equates to two 8 hour days per week. NI would increase to £42 a month and pension to £35 a month, total = £924 per year. This will be proposed to full council. New capital receipt rules state that property can only be used for capital projects not revenue.

5. UPDATE ON S106 AND CIL MONIES DUE

L Westcott reported that £883.25 CIL money has been received for Little Pivington. £6487 S106 money has also been received from MBC for the resurfacing of the skate ramp – this includes £220 for the annual maintenance contract with CPS for three years.

6. PROPOSED INCREASE IN CEMETERY FEES

L Westcott reported that the cemetery fees have not been increased since 2019 when they were increased by 10%. L Westcott proposed that the fees are increased again by 10% but rounded up, so there are no "odd" figures. The following fees will be proposed to full council.

Cemetery Fees for burials	Current	Plus 10% rounded up
Purchased grave	396	450
Interment	396	450
Headstone placement	165	200
Kerbing	187	220
Cremated ashes in existing grave	66	75
Fees in cremation plots		
Purchased Plot	132	150
Interment of ashes	66	75
Memorial tablet	66	75

7. INVOICE FROM CHURCH FOR ELECTRICITY BILL FOR CHURCHYARD FLOODLIGHTS

Cllr. N Osborne reported on the backdated electricity bills for the church floodlights, this will be included in the November payment run. Cllr. N Osborne will read the meters twice a year – March and October.

8. ALLOTMENTS REGISTRATION AND MAINTENANCE

Cllr. A Walmsley reported that he has asked Cllr. M Ballard to review if the allotments should be registered with the land registry as allotments.

L Westcott was contacted by a member of the public regarding the large waste pile and two silver birch trees behind their fence. L Westcott has asked Down to Earth for a quote to remove brambles and trees.

9. POTENTIAL LETTING OF UPSTAIRS OFFICE AT 1A

Ted Learning are keen to use the upstairs office as a space for the virtual online training sessions. There was a brief discussion on costs and how this could work. This will be proposed to full council.

10. TO CONSIDER THE GRANT APPLICATION FOR LENHAM/HARRIETSHAM YOUTH GROUP AT £1620 OR £820

Cllr. J Britt suggested that Lenham PC pay half the grant fee at £820 and Harrietsham PC pay the other half as this will benefit youths in Harrietsham and Lenham parishes. This will be reviewed at full council.

11. TO CONSIDER BUDGET FOR KING’S CORONATION

Cllr. N Osborne suggested that a local community group may like to run an event to celebrate the coronation. Cllr. J Britt reported on the costs provided to hire a large screen, a potential venue could be the Tithe Barn. J Britt will speak to Tom and Janetta Sams and the Tithe Barn. The idea of announcing something in January to allow time for planning was suggested.

12. ROJECTS UPDATE

- a. Lenham Nursery – Cllr. N Osborne reported that the outcome of the CIL application is still not known. The owner of Elite Pubs is being very supportive.
- b. 20mph - Cllr. A Walmsley reported that there was no news.
- c. The Paddocks S104 - Cllr. J Britt reported that there was no news from Halletts.
- d. WPF Strip of land – Cllr. J Britt reported that this is nearly ready to sign.

13. CORRESPONDENCE RECIEVED

- a. L Westcott reported that a resident of Loder Close has requested support from LPC over the proposed change of brown windows to white by the Housing Authority. Cllrs agreed that a supporting letter could be sent, reported to full council.

- b. L Westcott reported that a member of the public has requested LPC purchase poppies for lampposts in the village. This was previously agreed last year, but there were none available, and they were not included in this year’s budget. Cllrs. could not agree to the purchase of lamppost poppies at this time due to the following reasons:
 - i. As they were not allocated in the budget, the budget is too tight in order to find funds.
 - ii. There is not enough time to get approval for spend at full council, (meeting on 2nd November with a two-week delivery time)
 - iii. The only lamppost poppies available are from RBLI, the Cllrs. want to support RBL not RBLI
 - iv. It has been reported that the lamppost poppies are not very good quality and will not last
 - v. Lorry poppies from the RBL poppy shop are recommended and can be included on the budget for 23/24 if agreed at full council.
 - vi. LPC are trying to not use single use plastics.
- c. Warm Space – T & J Sams are looking at using the Social Club as a “warm space”.

14. SUMMARY OF RECOMMENDATIONS TO COUNCIL

None – meeting non quorate

The meeting closed at 22:00

Signed as a true record on this day 2nd November 2022.....

Chairman of the Finance and General Purposes Committee