



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

**Minutes of a Finance Committee Meeting held on Wednesday 2<sup>nd</sup> September 2020 at 7.30pm conducted online via zoom electronic communication**

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**MEMBERS PRESENT**

Cllrs Mrs Lyle (Chairman), Mrs Soyke, Mrs Woodliffe, Milner, Ellery, Rowe, Rajah and Barrington-Johnson (ex-officio)

**MEMBERS OF THE PUBLIC**

There were no members of the public present.

**OFFICERS PRESENT**

C May – Clerk

**1. To enquire if anyone present intends to record the meeting:**

No-one present intended to record the meeting.

**2. To receive and approve apologies for absence**

There were none

**3. Disclosures of Interest**

There were none

**4. Declarations of Lobbying**

There were none.

**5. Minutes**

**RESOLVED** that the minutes of the Finance Committee meeting dated **15<sup>th</sup> June 2020**, 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**

These are payments made during the month that were not approved at the last Full Council Meeting. Unity Bank: £9.00 transfer to credit card; £148.80 RBS Software Solutions (annual support

for bookkeeping system); £60.00 KALC (missed payment last November); £357 EDF Pavilion electricity; £175 Veolia recycling and £18.00 mobile Mastercard: £6.00 Land Registry (CRB enquiry); £13.65 Screwfix (Len maintenance); £3.00 Halfords (repair); £12.69 petrol; £41.94 Mrs Florist; Lakeland bags and £16.00 M&S bags  
Cllr Mrs Lyle asked the clerk to contact EDF to send a meter reading and ask for a review of the monthly payment. Cllr Rowe queried a payment made to Sygnet and the clerk explained that it was part of a commitment made by the Finance Committee in 2015 to support the Speldhurst website. The clerk also advised the committee that the Parish Council had benefitted from another Business Rate Support Grant (BRSRG) of £10,000 from TWBC which was part of the government subsidy during Covid.

#### **8. Financial Position as at 31<sup>st</sup> August 2020 and review of expenditure vs budget to date**

The position was noted by the Committee. Summary sheets and detailed reports had been circulated prior to the meeting which were considered in detail. It was agreed that the expenditure on the vehicle should be under a separate heading. The clerk will make the necessary adjustments which will mean a virement for the cost of the insurance.

He explained a number of anomalies including maintenance charges within Langton Green which had been placed under LGRG and were for other parts of Langton. He would make virements once the exact differences had been calculated.

#### **9. Financial Position as at 31<sup>st</sup> August 2020 and review of expenditure for the Pavilion to date**

Cleaning costs had escalated due to Covid. Cllr Mrs Lyle said the cost would be monitored but it may entail a spending cap.

There was further discussion regarding whether the pavilion was to be opened for hiring, but it was not considered that it would be immediate and any hire fee would include a Covid cleaning charge.

#### **10. Budget Virements**

There were none but it was agreed that some corrections were due to be made (see 8 & 9) and these would be put before Full Council.

#### **11. Banking and Reserves**

Councillors discussed the current savings account arrangements. HSBC had not acknowledged any correspondence and Cllr Barrington-Johnson volunteered to join the clerk and meet with them. The interest rate on the 60dn account with HTB has been reduced to 0.25% from mid-October. Cllr Ellery will investigate other banking arrangements and make suggestions.

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

- a) The clerk asked for clarification where the outstanding invoice for the Herrington report on the Recreation Ground drainage should be allocated. It was agreed that it should come under LGRG maintenance and that a virement of £2k should be made from contingency to cover the expenditure.
- b) The clerk had obtained a quote for the repair to the block paving around the pavilion for £1,536.23 from Landscape Services. The company had consistently done good work, had a proven record of competitive pricing and were familiar with the site. He said the price was within the limits allowed under the Financial Standing Orders. Councillors asked in future that there should be at least two quotes. **RESOLVED** to approve the quotation for the repairs.
- c) **RESOLVED** to approve the quotation by Landscape Services for £1,909.13 to repair the paved area in front of the five-bar gate with the same proviso mentioned in b).

- d) The wood panelling was in need of preserving and the Groundsman was willing to do this. It was estimated that he could do it in 3 days. Cost was estimated at £500. **RESOLVED** to approve the works.
- e) The clerk said that the next meeting of the Committee would need to look at the budget for 2021-22. He mentioned that the defibrillators would need replacing over the next few years and that it would be prudent to start budgeting. This was noted by the Committee.

### **13. Grant requests**

- a) **RESOLVED** to grant £1,000 to St Mary's Church towards churchyard maintenance.

### **14. Parish Council Transport**

The exact type of vehicle would be left to the working group to recommend, but the Committee considered the purchase options. After much discussion it was considered that the purchase of a reliable second-hand van from a reputable dealer with a long warranty was preferred. Petrol would also be preferred but this would narrow options. The cost of the vehicle would be offset by the BRSG and reduce any impact on the precept.

The clerk had received an email from KCC for grants for EV charging points. He was asked to register, and this would be put before the Amenities Committee to consider further.

### **15. Staff and Training**

- **RESOLVED** that the clerk can attend the virtual KALC Clerks' conference on 24<sup>th</sup> September
- **RESOLVED** that all three staff can attend the SLCC National conference on 12-16 October.

### **16. Items for Information**

There were none

There being nothing further to discuss, the meeting closed at 8.53pm.

Chairman