



Report of the Finance and General Purposes Committee Wednesday 17th November 2021 at 7:30pm

PRESENT Cllr. J Britt Chairman presiding.
Cllrs. M Cockett, D Garland, K Hammond, M Lowe, Mic Lowe, A Ratcliffe, N Osborne & A Walmsley.
L Westcott (Clerk)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from the RFO J Bate.

2. DECLARATIONS OF INTEREST ON THE AGENDA

Cllr. K Hammond declared an interest in item 4b as the chair of SOHL. A request for dispensation was recommended to be granted at full council.

3. MINUTES FROM F&GP 20th OCTOBER 2021

The minutes of the F&GP meeting on 20th October 2021 were agreed as being accurate.

Cllr. J Britt reported that he attended both Armistice Day and Remembrance Sunday, we also believe that the local is branch is being shut. This needs investigating, Cllrs. A Ratcliff and M Lowe to report back.

4. FINANCIAL REPORT (Report by J Bate RFO read by L Westcott)

a. Expenditure in the Parish Accounts for the same period has been tabled and agreed at the full council meeting on 3rd November 2021.

b. Budget – setting the budget for 2022/23 – the draft figures provided by J Bate were discussed. The budget lines are more detailed than before, this will need to be communicated to contractors so their invoices can match the budget headings. Unclaimed VAT needs to be clarified and a claim submitted ASAP. Cllr. N Osborne asked if the VAT due could be taken off the calculated precept, the Chair was uncomfortable in setting a budget on assumed income, however assured this might appear.

ACTION J Bate to confirm historic VAT reclaim and what is due.

ACTION All to review figures and send comments to J Bate.

c. Asset Register and Parish Online – L Westcott presented Parish Online and showed how it can be used as an asset register and also a knowledge base for LPC. Recommended to full council for approval of annual subscription at £160 +VAT.

d. Microsoft 365 Cloud Storage – LPC have a Microsoft account and with this there is a One Drive with 1TB of storage available on a cloud. J Bate and L Westcott have tested access and it works sufficiently for what LPC require.

ACTION L Westcott to archive and reduce filing within the One Drive and make it accessible for all Cllrs.

e. RFO Laptop – Cllr. M Cockett suggested a donation could be given to J Bate for purchasing a new laptop.

ACTION J Bate to provide further information for discussion.

5. Update on Section 106 & CIL monies due

CIL money received on 28/10/21 of £2661.24 from Lea Farm and the Old Vicarage. £6851.94 is due to be paid in April 2022 for Baldock Barn.

S106 money to be claimed from the Paddocks and Jones Homes, this needs to be applied for.

6. Responding to MBC Local Plan Review

- a. P McCreery is drafting responses for P&I to review, these will be multiple responses, one for each topic.
ACTION L Westcott to circulate draft responses for everyone’s review.

7. Lenham Meadows Trust – Land to the North of the Cemetery

The Lenham Meadows Trust are working on a plan to be submitted to LPC.

8. Projects update:

- a. Nursery – a meeting will be held with the allotment holders once planning has been granted.
- b. Queens Platinum Jubilee Events – Cllr. P Culver has found someone that can make a beacon for £20.
- c. The Cross – Location plan of proposed gates sent to farmer.
- d. Village Planters – plants delivered today, volunteers will be collecting these over the next week.

9. Correspondence received (for information only)

- a. Salt bag delivery locations – KCC have asked where LPC would like salt bags delivered to. Cllrs. decided the community centre and Royton Avenue (near A20 junction) will be useful again, along with some rural locations – Sandway, Platts Heath, Lenham Heath and Hubbards Hill.
ACTION L Westcott to reply to KCC.
- b. Cllr. J Britt reported that he attended the KALC AGM.

The meeting closed at 22:00

Signed as a true record on this day 1st December 2021

Chairman of the Finance and General Purposes Committee