

SUNDRIDGE WITH IDE HILL PARISH COUNCIL

Minutes of the Finance Committee Meeting Tuesday 30th July at 7pm, 2019 Sundridge Village Hall

Attended- Cllr Allgood (Chair), Cllr Baker, Cllr Kempster and Cllr Evans

Minutes

1. Apologies received

Apologies were received by Cllr Banbrook

2. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of The Public Bodies (Admission to Meetings) Act 1960

Members agreed agenda item 7 should be discussed confidentially and the Clerk shall leave the room whilst discussion takes place.

3. Minutes of the meeting held on the 15TH April, 2019

The minutes of the meeting were agreed and signed accordingly

4. Matters arising from those Minutes.

- 4.1 – Closure of Eliza Martyn Charity Account

The RFO reported the account is still open and the process to close the account is still on going. The Clerk will continue to close the account.

- 4.2 – Replacement of Hall Hirer

The Clerk reported a new group has been agreed to replace the hirer.

- 4.3 - Public toilets rates

At present the rates are still liable. A decision is still awaiting at parliament that all public toilets will be exempt. If this decision is passed, a reimbursement will be given. Members agreed the Clerk will inform SDC, Sundridge with Ide Hill Parish Council now manage the toilets, this may affect rates as mandatory relief has been included in the costing. The response will be brought to the next finance meeting to be budgeted accordingly.

- 4.4 – To note CiL amount and discuss areas of expenditure

Members noted the CiL amounts and these are to be included on the earmark reserves as a separate column. Expenditure will be marked against these seperatly. April CiL amount received was £2669.89. Members agreed the amounts should be taken to amenities committee to discuss areas to use these funds against.

5. Public Forum

None

6. To Review budget for 2019/20.

Members discussed the budget and areas were outlined that needed reviewing. Ide hill conveniences will be over budget, this was to be expected as the budget was prepared before the

toilets were going to be managed by the Parish council. The over spend can be allocated from reserves. Members agreed to review the cleaning contract in October.

The RFO reported the telephone budget will also be over budget, the new contract is more expensive than the previous contract and previous VAT was not allocated. This will need to be budgeted accordingly next year.

The Sundridge recreation ground maintenance is high but the majority of the work has been carried out for this year. This will need to be monitored closely and any overspend to be taken from reserves.

6.1 – To agree Handover of RFO and budget accordingly

Members agreed the Clerk will be appointed the RFO as from the 1st August 2019. A final handover will be given on the 12th August. Overtime will be paid for hours worked in August and 6hrs to be included on the Clerk's contract from the 1st September. Members agreed if additional help is required the previous RFO can be consulted at locum rates.

6.2 To review Earmark reserves

Members agreed the earmark reserves to include the CiL amounts in a separate column. The figures will be placed on the next amenities committee to decide key projects and quote accordingly and to set these out against the earmark reserve. This report to be brought back to the next finance meeting for discussion and allocation of funds.

7. To Clerks pension

7.1 – To agree a payment in lieu of Clerk's pension

7.2 – To agree pension provider for clerk and set up.

7.3 – To agree Clerks appraisal date and discuss pay scale.

The Clerk Left the meeting

These items were discussed confidentially. Members agreed to seek professional advice in regards to the Clerks pension and back payment. Due to the timescale members agreed to agree the next steps by email. The Chair and Chair of Finance will arrange an appraisal with the Clerk.

8. Urgent issues at the discretion of the chairman for noting or inclusion on future agenda.

The Clerk requested members confirm agreement for payment to Sundridge United football club for £1200. All members agreed this payment

9. Date of next meeting

To be arranged by the Clerk.

Meeting Closed at 21:15pm