



## Coxheath Parish Council Finance Committee Meeting Minutes from the meeting held on the 10<sup>th</sup> February 2022 at 7:30pm in the Committee Room of the Village Hall

Present: Cllrs: C Parker (Chairman) , C Bird, E Potts, E Small, K Woollven.

Also present: I Bowie ( Clerk).

### PRIOR TO THE START OF THE MAIN MEETING:

*Representations from the general public will be taken for a period up to fifteen minutes before the opening of the formal meeting. Individuals may speak for up to three minutes at the discretion of the Chairman. The minute book will be closed. There were no representations .*

#### 1. Apologies for Absence:

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted. There were none.

#### 2. To Receive Declarations of Interest and Dispensations:

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered, Cllr Parker declared a non-pecuniary interest in agenda item 7.2 pertaining to a request from the Pre School.

#### 3. Consideration of items to be taken in private (Exclusion of Public and Press):

In accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, the public and press be excluded from the meeting by the reason of its confidential nature: There were none.

#### 4. Minutes of the previous meeting – 11<sup>th</sup> November 2021

#### 5. Matters Arising from the Minutes:

The final precept application was noted at an adjusted figure from the November meeting at £100,175 for 2022/23, following an unanticipated higher increase in the Tax Base. This would keep the Band D rate increase at 1.5%.

#### 6. Finance:

**6.1 Bank Reconciliation** The Clerk explained that due to a technical problem with the accounting package this was unavailable.

**6.2 Financial Performance Against Budget YTD:** It was reported that spend to date was slightly under budget. However, the additional costs of the Queen's Jubilee and the Tree management programme would improve this.

**6.3 Banking Arrangements:** It was AGREED that additional accounts, including an investment account would be investigated.

#### 7. To receive correspondence/reports:

**7.1 Update on Disabled access gates at the play area** – Cllr Bird to continue with this investigation and obtain further revised quotes as required.

#### 7.2 Late correspondence:

*Pre School Funding Request.* Cllr Parker left the room and did not discuss this matter. Cllr Potts took the Chair. It was AGREED, by majority vote, to recommend to the full council a grant of £1,260.24. Cllr Parker returned and resumed as the Chair of the meeting.

*Tree Planting for the Queen's Platinum Jubilee.* It was AGREED to recommend to the full council the quotation for (5No.) 20-25cm girth 5-6m fagus sylvatica (Beech Trees) . The quotation includes

supply, planting and maintenance – to be confirmed. Cost £ 7500 + VAT  
It was AGREED that the Clerk would investigate the cost of iPads for Councillors to reduce the amount of printing and to improve access to documents and information.  
It was AGREED that the Clerk would investigate the cost of 2 Soldier Silhouettes for the next Finance Committee Meeting.

**8. Agenda items for the next meeting:**

**9. To agree meeting dates for 2022:**

Date of the next meeting : 5<sup>th</sup> May 2022

**Chairman :** Clive Parker

**Date:** 5th May 2022