

# ROTHERFIELD PARISH COUNCIL

Working for the Community  
in Rotherfield, Town Row, Mark Cross, Eridge Green, Boarshead and surrounding areas

## MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD AT 19:30 PM ON TUESDAY 20<sup>TH</sup> APRIL 2010 AT ROTHERFIELD VILLAGE HALL

**PRESENT**

Cllr. L Pike (Chairman)	Cllr. R. Harris
Cllr. Mrs. P Halse-Adamson (Vice-Chair)	Cllr. C. Prince
Cllr. Miss. N. Bolton	Cllr. N Wickenden
Cllr. C. Clibbens.	Cllr. R. Williams

No members of the public attended.

### AGENDA

- 1. APOLOGIES FOR ABSENCE (LGA 1972 s 85).** Cllr. D. Harman.
- 2. DECLARATIONS OF INTEREST.** None.
- 3. RECEIVE MINUTES OF FINANCE COMMITTEE MEETING 20<sup>TH</sup> JANUARY 2010 & MATTERS ARISING.** It was proposed and agreed that the Minutes be adopted, the Chairman signed them, and there were no matters arising.
- 4. PRESENTATION OF ACCOUNTS FOR FINANCIAL YEAR APRIL 2009 - MARCH 2010.**

Copies of the draft accounts were passed to the Councillors for inspection and a copy will be held with the minutes. Copies of the bank reconciliation and detailed net expenditure analysis to March 31<sup>st</sup> were also circulated. After discussion it was AGREED that these be accepted; they will be subject to internal audit in June in conjunction with the Annual Return for submission to the external auditors. CLERK to deal with this and also provide breakdown of the £1125 "Other maintenance" costs in the Highways budget, together with a breakdown of balances to identify reserve funds. It was raised that 4 boxes of the "Rotherfield Recollections" book had been found; suggested that these, together with a further 2 boxes held by the Chairman, be sold in the village shops with the proceeds placed into the Community account as these books were published in conjunction with the Rotherfield 1200 celebrations.
- 5. CONSIDER STREET CLEANERS WAGES.**

Current rate is £7.50 per hour. It was AGREED that in view of current economic conditions that this is to remain unchanged but is to be reviewed again in six months, CLERK to write and advise and also thank him for his good work.
- 6. FINAL ADJUSTMENTS 2010/11 BUDGET**

Copies were circulated and it was AGREED that no adjustments were required. Chairman mentioned that he had purchased two further trees to go into the newly planted hedge at the Cemetery at a cost of £60 within his allowance; £400 has recently been donated by a Parishioner for the hedge.

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## 7. SMITH & FERMOR CHARITY ANNUAL REPORT AND UPDATE.

Copies of the report and accounts were circulated and the Clerk gave a brief outline of the purpose and history of the Charity.

## 8. REVIEW AND CONSIDER CHANGES TO INSURANCE POLICY COVER.

Renewal is due June 1<sup>st</sup> and the premium for next year is £2534 (£2355 last year) with Aon (formerly Allianz). Insurers confirm that injury cover age limit for Councillor's may be increased to 85 at no extra cost, subject to letter from their doctor confirming they are fit and well. Levels of cover and the need or otherwise to cover "street furniture" items such as lamp columns was discussed. AGREED CLERK to seek alternative quotes and also enquire as to the cost of increasing Public Liability to £10m and reducing excess from current £250. CLERK also to review and request details of liability cover for contractors used by Council and also users/tenants of the Recreation Ground.

## 9. APPROVAL OF ANNUAL PARISH MEETING AGENDA.

Clerk has requested production of posters for this and has written to owners of two sites in the village to request they be used for display, no reply yet received. Wording of agenda was AGREED, CLERK to publish and circulate. It is confirmed that a representative of WDC will attend and make a presentation regarding waste and recycling. If there are any questions for Wealden they may be passed to Clerk.

## 10. URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDA.

Issues have been raised by ESCC via Parish Solicitor requesting late changes to lease for Pre School new build as follows:-

- Wish deadline for completion to be extended. Current target date 10/9/10 with extension allowed with good reason to 11/9/11. Wish to extend the actual target date to 11/9/2011.
- Wish to link rent reviews to RPI rather than market rent.
- Wish to remove reference to "substantial repairs" from relevant clause.

It was AGREED that CLERK is to advise Parish solicitor that we do not wish to change these previously agreed terms.

- Invitation received for Chairman and Clerk to attend Millennium Green Trust AGM on 23<sup>rd</sup> June. Cllr. Wickenden has volunteered to attend as Chairman unavailable, CLERK to advise Trust.
- Sports Club Chairman has advised that annual pitch repairs are to take place commencing May 3<sup>rd</sup>. Has asked us to make regular users aware of this, CLERK to acknowledge and suggest they contact school to advise them also.
- Clerk reported damage to Hornshurst Road payphone in March, also enquired as to when kiosk is to be removed. Review by BT in 2008 had advised that this was to be the case. BT has just advised that they now have no plans for removal and will deal with repairs.

The Chairman declared the meeting closed at 21:00

## 11. PUBLIC FORUM. None.