

Sundridge with Ide Hill Parish Council

Minutes of Finance and Personnel Committee Meeting Tuesday 1 December 2015, 7:00pm, Village Hall, Ide Hill

Present: Cllr Baker Chair of Committee
Cllrs Banbrook, Edmonds, Evans, Jolley, Mrs Lovegrove and Stokes

Mrs S Codling - Clerk

Apologies None.

Declarations of interest: None.

1. To approve as correct the Minutes of the Finance and Personnel Committee meeting held on 19 August and 6 October 2015.

The Minutes of the meetings 19 August and 6 October 2015 were signed as a true and accurate record.

2. To take matters arising from those Minutes.

Cllr Jolley reported that candidates for the Sundridge Councillor vacancies have been interviewed. The interview panel was Cllrs Evans, Jolley, Mrs Lovegrove and Stokes. All candidates interviewed exceptionally well. Two appointments have been made and will be ratified at the meeting in January. The third candidate has been contacted by Cllr Jolley advising that the Council would wish to co-opt them as a non-voting Councillor. A response is awaited.

3. Public Forum

None.

4. Correspondence including requests for grants.

None.

5. To receive budget statement, 30 November 2015

As mentioned at previous meetings, the expenditure seems high owing to some exceptional items. However, the cash balance currently remains such that money does not need to be transferred from reserves. This is to be monitored.

The current cashbook balance stands at 69,284.80.

Cllr Evans advised that he has asked for a quote from a carpenter for notice boards. Cllr Edmonds advised that he is happy to obtain further quotes and head the project. **Action: AE.**

Cllr Stokes requested a metal notice board for Church Road.

6. To consider Precept 2016/17.

The Clerk requested Councillors to consider any anomaly or increased expenditure for 2016/17. The Precept is, traditionally, required by 31 January. Therefore, the budget should be finalised at the Finance and Personnel meeting, 12 January, in order to be ratified at the Full Council meeting.

Current thinking of large expenditure included:

- Neighbourhood plan for both villages
- Broadband
- Stubbs Wood
- Social Club
- Street lighting
- Sundridge Recreation Ground.

Councillors are to advise the Clerk of extra items.

The Clerk is to draft a budget for the next meeting.

Action: All Cllrs.

Action: Clerk.

7. To review Councillor attendance.

The Clerk is to distribute the attendance spreadsheet.

Action: Clerk.

The Clerk is to establish the criteria surrounding non-attendance.

Action: Clerk.

8. To review budget for notice boards.

This was discussed under item 5.

9. To review street lighting contract.

Cllr Banbrook advised that there are few companies that will quote as Streetlights has a large cross section of the market. However, he is progressing the matter.

Action: JB.

10. To discuss Street Lighting repairs and approve necessary expenditure.

Two LED lights have now been installed; in Chapmans Road and on Main Road. The light on Main Road has proved very effective and is helping to illuminate parked cars and, hopefully, reduce the number of accidents.

The maintenance charge is to be reviewed as the contract states that changing bulbs is included. This should be unnecessary with LED. Cllr Banbrook to review.

Action: JB.

Cllr Banbrook is to come to the January meeting with quotes to install LED along the whole of Main Road or, alternatively, just at junctions.

Action: JB.

The Clerk is to enquire if other Councils have installed LED and whether they are happy. **Action: Clerk.**

11. Urgent issues at the discretion of the Chairman for noting or inclusion on future agenda.

Cllr Baker thanked Cllr Stokes for submitted the accounts for Sundridge Recreation Ground. Cllr Stokes advised that the accounts do not show the true picture as there are some items which are only paid every few years. It is expected that this year the gas tanks will need to be filled and the cesspit needs emptying. Also, goalposts may need to be purchased.

The Pavilion has not had a major refurbishment in the last 15 years.

Thanks were extended to Cllr Stokes for looking after the Recreation Ground.

12. Date of next meeting.

12 January 2016.

There being no other business the meeting closed at 8:56pm