



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

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON THURSDAY 6th DECEMBER 2022 AT 19:30 IN THE PARISH COUNCIL ROOM AT ROTHERFIELD VILLAGE HALL, TN6 3LX

PRESENT

Cllr D Hiles (Chair)
Cllr L Buck (Vice Chair)

Cllr R Harris
Cllr B Johnstone

Cllr J Kitchenham
Cllr J Richardson

COUNCILLORS ABSENT

None

ALSO PRESENT

Adam Hardy (Parish Clerk & Responsible Finance Officer)

1. Public Forum

None

2. To Receive the Following:

a. To review and adopt committee terms of reference.

A copy of the Terms of Reference had been circulated to Councillors ahead of the meeting.

It was **RESOLVED** to adopt the Terms of Reference, to be reviewed in twelve months. **Clerk** to upload Terms of Reference to the website.

b. Apologies for absence (LGA 1972 s85).

None

c. Declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda, and updates to members' register of interests.

It was **RESOLVED** and understood by Councillors that Section 10 (2) c (vi) of the Parish Council's Code of Conduct provides dispensation regarding Councillors setting council tax or a precept under the Local Government Finance Act 1992.

d. To approve and adopt as a true record the DRAFT Minutes of the 15th April 2022 Finance & General Purposes Committee.

It was **RESOLVED** to accept the DRAFT minutes of the 15th April 2022 as a true and accurate record. The minutes were signed by the Chair.

e. Clerk's updates on actions from previous meetings.

- Clerk reported that the Earmarked Reserves had been reorganised as agreed by the committee at the previous meeting and endorsed by the Council.
- Clerk reported that the asset register changes are in progress and should be completed by the end of January.
- Clerk reported that all grants for the 2022/2023 financial year have been paid and the cost centre is now exhausted.

3. TO CONSIDER THE FOLLOWING AGENDA ITEMS:

a. Review budgets presented by the Council's Committees.

Committee and admin budgets had been circulated to Councillors ahead of the meeting.

The Committee **ACCEPTED** the Committee budgets presented by the Clerk.

b. Review, agree and adopt the combined Parish Council total budget.

The following budget was presented to the Committee.

| BUDGET HEADING | AGREED 2023/2024 TOTAL BUDGET | Less ESTIMATED UNDERSPEND 2022/2023 | ADJUSTED TOTAL FOR FUNDING |
|---|-------------------------------|-------------------------------------|----------------------------|
| Council Administration (a) | £68,200.00 | £250.00 | £67,950.00 |
| Communications and social media (a) | £8,260.00 | £1,300.00 | £6,960.00 |
| Capital Projects – Highways (c) | £19,001.00 | £11,000.00 | £8,001.00 |
| Lighting (b) | £15,501.00 | £4,500.00 | £11,001.00 |
| Highways(b) | £15,200.00 | £0.00 | £15,200.00 |
| Capital Projects - Recreation and Burial (c) | £6,101.00 | £0.00 | £6,101.00 |
| Recreation Ground and other open spaces (b) | £25,540.00 | £0.00 | £25,540.00 |
| Burial Grounds(b) | £13,103.00 | £2,000.00 | £11,103.00 |
| Surgery | £4,000.00 | £0.00 | £4,000.00 |
| Institute | £0.00 | £0.00 | £0.00 |
| TOTALS | £174,906.00 | £19,050.00 | £155,856.00 |

Clerk: Adam J Hardy, 3 Trinity Mews, Mill Crescent, Crowborough, East Sussex TN6 2QU

Tel: 07969512099. **Email:** clerk@rotherfieldparishcouncil.co.uk

Parish Council Website: www.rotherfieldparishcouncil.co.uk **Twitter:** [@rotherfieldpdc](https://twitter.com/rotherfieldpdc) and on **Facebook**

It was **RESOLVED** to recommend the above budget of £174,906.00 for the 2023/2024 year to the Full Council.

c. Agree the Precept for 2023/24 to be considered for final agreement by the Full Council.

It was **RESOLVED** to recommend to Full Council that the Precept for 2023/2024 be set at £155,856.00. This represents a 37p a week increase for a Band D Property.

4. OTHER ITEMS - TO REVIEW AND MAKE DECISIONS ON THE FOLLOWING:

a. Changes required for new Responsible Finance Officer – Starting January 2022

Clerk reported that this item had been put on the agenda in error and apologised to the Chair.

5. URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDAS.

None

6. DATE OF NEXT MEETING.

The next meeting of this committee will be on the 18th April 2023 at the Rotherfield Memorial Institute.

Meeting closed at: **21:18**

Signed:

Date:

Clerk: Adam J Hardy, 3 Trinity Mews, Mill Crescent, Crowborough, East Sussex TN6 2QU

Tel: 07969512099. **Email:** clerk@rotherfieldparishcouncil.co.uk

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