



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

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON TUESDAY 5TH DECEMBER 2023 AT 20:15 IN THE UPPER HALL AT ROTHERFIELD MEMORIAL INSTITUTE, TN6 3LX

PRESENT

Cllr D Hiles (Chair)
Cllr A Martin (Vice-Chair)

Cllr P Turner
Cllr R Harris

Cllr J Kitchenham

COUNCILLORS ABSENT

Cllr P Snelling

ALSO PRESENT

Adam Hardy (Parish Clerk & Responsible Finance Officer) & Cllr J Gosney

1. PUBLIC FORUM

None.

2. TO RECEIVE THE FOLLOWING:

a. To review and adopt committee terms of reference.

It was **RESOLVED** that the Committee Terms of Reference were adequate and renewed for a further year.

b. Apologies for Absence (LGA 1972 S85).

Apologies had been received from Cllr J Richardson, Cllr B Johnstone

It was **RESOLVED** that the reasons for absence be accepted.

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 19th April 2023 Finance & General Purposes Committee.

It was **RESOLVED** that these minutes represented a true record and they were signed by the Chair.

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

Clerk reported that all actions from the 19th April meeting of this Committee had been carried out.

3. TO CONSIDER THE FOLLOWING AGENDA ITEMS: - 2024/25 Budget and Precept.

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 2024/2025 TOTAL BUDGET | Less ESTIMATED UNDERSPEND 2023/2024 | ADJUSTED TOTAL FOR FUNDING |
|---|----------------------------------|---|-------------------------------|
| | £ | £ | £ |
| Council Administration (a) | £66,650.00 | £0.00 | £66,650.00 |
| Community Engagement (a) | £7,261.00 | £0.00 | £7,261.00 |
| Capital Projects – Highways (c) | £20,801.00 | £9,000.00 | £11,801.00 |
| Lighting (b) | £17,000.00 | £3,500.00 | £13,500.00 |
| Highways(b) | £17,600.00 | £0.00 | £17,600.00 |
| Capital Projects - Recreation and Burial (c) | £10,051.00 | £0.00 | £10,051.00 |
| Recreation Ground and other open spaces (b) | £30,376.00 | £0.00 | £30,376.00 |
| Burial Grounds(b) | £15,103.00 | £1,000.00 | £14,103.00 |
| Surgery | £4,000.00 | £0.00 | £4,000.00 |
| Rotherfield Memorial Institute | £0.00 | £0.00 | £0.00 |
| TOTALS | £188,842.00 | £13,500.00 | £175,342.00 |

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It was **RESOLVED** to recommend the above budget of **£188,842.00** for the 2024/2025 year to the Full Council.

c. Agree the Precept for 2024/25 to be considered for final agreement by the Full Council.

It was **RESOLVED** to recommend to the Full Council that the Precept for 2024/2025 be set at **£175,342.00**. This represents a 23p a week increase for a Band D Property.

4. TO RECEIVE NOTICE OF THE DATE OF NEXT MEETING OF THIS COMMITTEE.

Thursday 18th April 2023 – 7:30pm – in the Parish Council Room at Rotherfield Village Hall.

A number of Councillors were unable to make this date. It was agreed an alternative date would be set. **Clerk** to provide an alternative date.

5. TO RECEIVE DETAILS OF ANY URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDAS.

- Clerk asked if revised arrangements were needed for the storage of the Christmas Lights once they are taken down. Cllr Harris confirmed that this was in hand.
- Cllr Martin expressed Concern that the Council's Barclays account and Rotherfield Memorial Institute account was only dual authorisation and not triple. It was **RESOLVED** that the Clerk would investigate if triple authorisation was available on these accounts and report back to Full Council. **Clerk** to investigate.

Meeting closed at: **21:08**

Signed:

Date: