

Harrietsham Parish Council
Finance and General Purposes Committee
Minutes of meeting held on Thursday 14th January 2016 at 7:30pm

1. **Present:** Cllrs Trussler (chairman), Allwood, Dean, Kay and M Cuerden (RFO)

Apologies: None

Members of the public: None

2. **Disclosures:** None

3. **Minutes of the last meeting** (12th November 2015) were approved at November's council meeting without amendment, and a copy signed by the chairman for F&GP records.

Matters arising: The chairman enquired if we had heard anything back from the VHT with regard to their grant request. The RFO confirmed that, as yet, we hadn't, but that that they had until February's Council meeting.

4. **Review of Accounts year-to-date.**

The RFO outlined the projected income and expenditure, as per the previously distributed draft budget, and indicated that he felt that, with 2.5 months to go, things were progressing as expected. However, the detailed transaction listings, that are usually available for inspection, were not on this occasion, although they will, ofcourse, be circulated to all councillors next week, ready for the monthly meeting. The Chairman did, however, reconcile the figures on the bank reconciliation with the bank statements.

5. **Purchase of Defibrillators.**

The Committee felt that we currently have insufficient information to make a decision on this. It is thought that the last action point (by email) was with Cllr T Sams, but nothing had been heard. Cllr Kay undertook to contact Cllr Sams, and then F&GP would prepare a costed proposal in due course.

5. **Review of Draft Budget 2016/17.**

A draft budget had previously been circulated. This generated some discussion on the details, but no changes were thought to be required. F&GP are therefore content to **Recommend to Council** that the precept be held at the current level of £55 per Band D property – giving a 0% increase, (all in favour).

At the end of this financial year, it is proposed that any funds over £33,000 are to be transferred in to a general reserve fund, which is to be seperately identified within the accounts, (all in favour).

During the discussion, the RFO highlighted that the insurance – costing around £1500 for the year – falls due on 1st June, and pointed out that Councillors had elected to a one-year deal because they wished to fully and completely review the insurance in all its aspects before seeking renewal prices. Work would therefore need to start soon.

Next Meeting: The date of the next meeting is Thursday 21st April 2016 at 7:30pm, Parish Office.

Meeting closed at 8:30pm.