

Harrietsham Parish Council
Finance and General Purposes Committee
Minutes of meeting held on Thursday 18th January 2018 at 1:30pm

1. **Present:** Cllrs Dean (Chairman), Foster, T Sams, Stanley, and M Cuerden (RFO/Amenity Manager)
Apologies: None **Members of the public:** None

2. **Disclosures:** None.

3. **Minutes of the last meeting** (9th November 2017) were been approved at the subsequent Council meeting. A further copy was signed at this meeting for F&GP records.

4. **Further Clarification of July's Minutes.** It was confirmed that all previous Minutes had been properly signed, confirming them to be a true record of the meeting. This committee has nothing further to add on this matter.

4. **Review of Accounts.** The RFO went through the figures year-to-date, discussing and answering questions on each column in turn. The conclusion was that income and expenditure is broadly in line with what we would expect at this point in the year, with just over two months to go, with a couple of exceptions where an under-spend is likely to occur. This was due to expected projects not yet happening.

The Chairman compared the December bank statements to the totals shown on the bank reconciliation, and agreed that all tallied.

5. **Open Spaces Tenders.** The RFO/Amenity Manager summarised the work to date, and informed the committee of the decision by the Environmental Committee to recommend to council that the cheapest bidder for each contract should be accepted. This committee agreed to support that decision.

9. **Draft Budget for 2018/19** – The RFO circulated an initial draft budget for next year, and went through both income and expenditure, explaining the assumptions made. He explained that the first draft he had prepared had shown a broadly balanced budget, with no precept increase. However, a meeting had been held between the council and KCC to discuss the installation of the footpath along Church Road. Once the broad estimates discussed at that meeting had been built into the budget, we found that an increase in the precept would be necessary. It seemed that this would be a move from £87.16 per Band D property to £94.72 – an increase of £7.56 per annum, or 14.54p per week each (8.68%). It was agreed to **Recommend to Council** that the draft budget as presented be adopted. Proposed Cllr Foster, seconded Cllr Sams, all in favour.

The committee then discussed a grant application received from the Harrietsham Events Group. As this was a grant in the forthcoming year (2018/19), it was agreed to defer the request to the next F&GP meeting, in April.

10. **Date of next meeting** – Thursday 19th April 2018, at 1:30pm in the Parish Office.

Meeting closed at 3:10pm.