

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL
FINANCE GROUP

held at The Parish Office on 6th October 2011 at 4.30 p.m.

PRESENT: Councillors Tom Burnham, Simon Green, Paul Kelly and John Perry who was in the Chair.

APOLOGIES: Councillors Paul Butcher and John Reardon whose reasons for apology were accepted.

APPROVAL OF MINUTES and ONGOING ITEMS:

1. Minute Pages 118F-119F of 15th September 2011 were noted.
2. Outstanding items from 116F (Jubilee Maintenance Agreement, Surrenden drainage and pathway project and Councillor expenses review) would be progressed shortly.
3. Outstanding item from 118F (Review of Council Insurance cover) would be undertaken shortly.

REVIEW OF CURRENT BUDGET 2011-2012

1. Jubilee Sports Field & Surrenden Playing Field Hedge Cutting quote – Councillors recommended acceptance in the sum of £525 but requested the work be carried out in February 2012.
2. Surrenden drainage and pathway project - Recommended that a full discussion of all issues takes place at next Council meeting on 17th October 2011.

PLANNING OF BUDGET 2012-2013

1. Jubilee Sports Field Gang-mowing 2012 – The tender by Jubilee Field Management Committee in the sum of £900 (same as for 2011) was recommended for approval.
2. Second draft Budget – Councillors went through each budget head and discussed the proposed sums. Clerk to work on the following areas to provide more accurate and detailed assessment of each area; Insurance, Parish Office, CCTV (new lamp column costs), Public Toilets (including Parade) and to re-check all budget heads. Councillor Paul Kelly to write the specification for retendering of Toilet Cleansing Contract. Negotiations with MBC regarding Street Sweeping, maintenance of The Parade and formal agreement with the Youth Club were needed.

DATE OF NEXT MEETING: To be agreed when third draft was available for consideration.

Chairman.....