

MINUTES OF THE MEETING OF STAPLEHURST PARISH COUNCIL  
FINANCE GROUP

Held at The Parish Office on 31st October 2011 at 4 p.m.

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

**APOLOGIES:** None as all present.

**APPROVAL OF MINUTES and ISSUES ARISING:**

1. Minute Pages 120F of 6<sup>th</sup> October 2011 were noted and approved.
2. Outstanding items from 116F-117F included Jubilee Maintenance Agreement and Councillor expenses were noted.
3. Outstanding from 118F-119F; Review of Council Insurance cover was being undertaken by Councillor Green to report in due course.

**CURRENT ISSUES FOR CONSIDERATION**

1. SLCC South East Regional Conference 30/11/11 £65 p.p. & travel to East Grinstead. Councillors **recommended** the Clerk to attend.
2. Clerk's Report and Recommendations following Staff Appraisals were noted and explored. Further discussions with staff members were considered necessary before the Finance Group could make formal recommendations to Full Council.

**BUDGET 2011-2012**

1. Summation to 31/10/11 was noted.
2. Consideration was given to the following Budget Head expenditure:-
  6. Christmas Light Quotes – Councillors **recommended acceptance** of Aylesford Electrical Contractors Ltd in the sum of £1,500.
  7. Churchyard additional expenditure items – No cost estimates were available, agreed to suspend discussion until the Church had decided what to do.

Councillor Butcher left the meeting at this point.

12. Donations – Councillors recommended the following donations be made; Citizen's Advice Bureau Maidstone £250, Kent Air Ambulance £550, Centre for Independent Living in Kent £100, Community Centre for Debt Advice Staplehurst £150.

Councillor Reardon left the meeting at this point.

**BUDGET 2012-2013** - Third draft (adjusted to 31/10/11 Summation) was discussed in detail. The size of precept increase would be tied directly to the MBC decision regarding Concurrent Functions Grant. Some further detailed work in areas of project proposals and costs was needed before the Fourth draft (or final draft) could be presented to Full Council for approval in January 2012.

**DATE OF NEXT MEETING:** To be agreed.

Chairman.....