

# HALSTEAD PARISH COUNCIL

## MINUTES OF THE FINANCE COMMITTEE MEETING HELD ON MONDAY 7 NOVEMBER AT 18.00 IN THE PAVILION, STATION ROAD

**PRESENT:** Cllr. Blundell, Chairman of the Finance Committee  
Cllr. Jeff Baldwin  
Cllr. Terry Brooker

**IN ATTENDANCE:** Clerk  
The meeting convened at 18.10

### 1 APOLOGIES

Apologies were received and accepted from Cllr. David Taylor who was unwell.

### 2 DECLARATIONS OF INTEREST IN AGENDA ITEMS - Nil

### 3 BUDGET DISCUSSION 2012/2013

#### 3.1 Current financial situation 1 November 2011

Figures up to 1 November, EOY figures 2012 and proposed budget figures were perused and edited by the Committee. The Clerk expressed concern at the increase in utility charges.

Hire charges were discussed; it was noted that these had not been increased for several years.

Cllr. Baldwin proposed, seconded by Cllr. Blundell that it be put to Council that these be increased by 50p per hour. Agreed by Cllr. Brooker. This would make the regular hire rate £7 per hour; casual hirer rate £9 per hour.

All other recommendations will be made after the next Finance Committee Meeting prior to December Parish Council.

#### 3.2 Expected expenditure

It was noted that Council's insurer has agreed to pay for the replacement, removal and installation of a boot scraper and the cigarette disposal bins. Council will pay the £250 excess.

Cost to install the bench in play area to be met.

Tree work is required on ash trees on the Recreation Ground and the limes in Church Road will need to be pollarded.

Play area multi-play will be repaired and refurbished.

Repairs to seat dedicated to Percy Dicker. Miss Dicker has offered to pay for this. £295 quoted by Mr R Butler.

The Clerk remarked that quotations are very slow to be returned.

#### 3.3 Unexpected expenditure

There have been problems with Sencio the company dealing with cutting the Recreation Ground. The expenditure, if not curbed, will exceed the quoted price. The Clerk will speak to the manager about the situation.

Concern was expressed that the sand had not been used following spiking and that the weed treatment had not been carried out. Clerk will action.

Tenders will be sent out for repair and refurbishment of benches. A quotation received has illustrated the need to tender.

The Committee felt that conditions, such as maintenance, should be applied when accepting a donated bench..

#### 3.4 Projects 2012/13

Cllr. Grosvenor has requested an agenda item for the next Council meeting - installation of a pathway to the play area.

### 4 REQUEST FOR DONATIONS

#### 4.1 Badger's Mount Residents Association Fighting Fund - Chelsfield ex MOD site

After discussion it was agreed that the Clerk would ascertain how much BMRA had hoped to raise and how much was in hand. Clerk would also ascertain if Shoreham Parish Council was contributing to the fighting fund.

After further discussion, it was agreed that the Committee would recommend to Council that £400/450 should be donated.

The Clerk advised that the amount donated should be commensurate with the people affected.

#### 4.2 Victim Support

It was agreed to put to Council that this is not support in 2011/12

### 5 KALC FINANCE DAY

#### Clerk's update

1. The Precept should be increased by small amounts each year;

2. A large increase must be quantified in the accounts;

3. If this is not quantifiable the electorate can call for a referendum;

4. Reserve - must ensure that this would meet any unforeseen event. Should be 40-60% of Precept;

5. The Audit Commission will cease to exist from 31 March 2012. To date there is nothing to replace it.

### 6 INFORMATION

Date of the next Finance Committee meeting - Monday 5 December 2011, 18.00 in the Pavilion

The meeting closed at 20.00

