

FRAMFIELD PARISH COUNCIL

Also acting as Trustees to the

FRAMFIELD MEMORIAL HALL AND, RECREATION GROUND TRUST.

CHARITY REGISTRATION NO: 305228

and BLACKBOYS VILLAGE HALL, RECREATION GROUND AND ALLOTMENTS TRUST
INCORPORATING PALEHOUSE COMMON RECREATION GROUND

CHARITY REGISTRATION NO: 305225

and FRAMFIELD ALLOTMENT GARDENS

CHARITY REGISTRATION NO. 296468

FINANCE & GENERAL PURPOSES COMMITTEE

**Minutes of the FGP Committee Meeting held on Monday,
11 December 2017, at 7 pm at the Village Hall, Blackboys.**

Present: Councillors Keith Brandon (Chairman), Selina Allen (Vice Chairman),
Peter Friend, Maria Naylor and Rob Newton.

In attendance: Ann Newton (Parish Clerk). Jan Riddle (RFO).

Public: None.

Prior to the commencement of the meeting members of the public, if present, are invited to address the Parish Council at the Chairman's discretion for five minutes.

1. Apologies

There were none.

2. Declarations of Interest, personal, prejudicial or pecuniary.

Councillors to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on the agenda. There were none.

3. To accept the Minutes of the last meeting (11 October 2017)

It was resolved to accept the minutes of the meeting held on 11 October 2017, having been circulated, as a true and accurate record of the meeting. The minutes were signed by the Chairman as proposed by Rob Newton and seconded by Selina Allen.

4. Matters arising

Matters arising from the last minutes which are not detailed elsewhere on the agenda. The Clerk ran through the items, all of which were completed and/or detailed on the agenda/minutes.

5. Matters for Discussion.

General Administration

- Review of the Asset Register. Maria Naylor had met with the Clerk and produced for the meeting a new version of a draft asset register. The Clerk was asked to pass Maria the guidepost costs and the draft would be brought back to the next meeting for approval.

Finance

- Review of Reserves – Councillors were in receipt of an updated finance schedule including general and earmarked reserves. Keith Brandon proposed that the reserves be recommended to full Council for approval as detailed below. This was seconded by Maria Naylor and agreed by all present. The changes recognised where reserves had been spent during the year and included the under-spend on the previous year. The expenditure on the new noticeboards was imminent and there was still one outstanding guidepost for replacement which would mean the reserve figure would again need revising.

Gratuity account	£6,632.46
Traffic measures	£11,500.00
Recreation Ground/Play equipment contingency	£10,000.00
Blackboys : Connection to main sewer	£10,000.00
New Noticeboards	£2,000.00
Repair/replace guideposts	£2,000.00
Framfield Play Area Fencing	£2,000.00
Legal fee contingency	£8,000.00
General Reserves	£5,822.14
Total:	£57,954.60

- Review of the budget 2017-18. All Councillors were in receipt of the finance sheet as at the end of November 2017 enabling them to see the up to date expenditure and reflect on what was required for the following year.
- Propose a budget for 2018/19. Everyone was in receipt of a draft budget. Extra funds had been included for the implementation of GDPR (General Data Protection Regulations), the NWCTP (North Wealden Community Transport Partnership) Saturday bus service, a budget increase was agreed for subscriptions, donations, a small increase in the street-lighting charges and the handyman. Some extra funding was included in the grounds maintenance budget for potential additional cuts on Framfield Recreation Ground. Following discussion Councillors agreed to recommend to full Council to set the budget at £55,535 including an allowance of £3,784 to be utilised from general reserves. As proposed by Rob Newton, seconded by Peter Friend and agreed by all present.
- Propose a precept for 2018/19. Based on the budget above Keith Brandon recommended to full Council that the precept remain the same as this year at £51,200 with the understanding that there would be £551.00 in the way of Council Tax Support Grant and as above with the use of general reserves totalling £3,784. This was seconded by Selina Allen and agreed by all present. The meeting asked that consideration would need to be given to increasing the precept the following year.
- Discussion on the spreading out of Council/Trust funds across different banks. Following discussion over the last few meetings, the meeting agreed to accept that there was a risk having all the funds with one Bank, although a reputable one and the matter would be reviewed again in the new financial year. They would also consult with ACRES on a way forward in line with other Councils. It was thought that significant funds (some £20k) may be expended on the repairs to the steps/wall at the Memorial Hall/recreation ground over the next few months. There is also the possibility of accessing mains sewerage for the Village Hall in Blackboys.
- National Savings Account – adding funds. The meeting again decided against this at the current time due to the complications with accessing the account.
- Transfer of £10,000 from the PC Deposit to Current bank account. The RFO asked if she could be given permission to move the funds – this was agreed.

6. Trusts

General Matters arising

- Update on the regularisation of the rents at the Memorial Hall. Everyone agreed that the matter was closed.
- Review of the rent for Blackboys Pre-school at the Village Hall, Blackboys. Following discussion the meeting agreed to recommend to full Council to propose an increase to £60.00 per day for the use of the Pre-school for all the facilities at the Hall (ie both rooms) on an all day basis (7 am to 6 pm). This is a subsidised rent from a figure of £90.00. The new rent would come into force on 1 April 2018. Query was made on the rent which Framfield School pay for the use of the Memorial Hall. The Clerk commented that the hire agreement is due for renewal next year. Investigation was to be made if there have been steady increases in line with the RPI as agreed on the hire agreement in 2008.
- Completion of Risk/Fire Assessments for both Halls. The meeting agreed to propose to full Council that the quotation from Pyrotech be accepted and stated that the individual trusts should pay for the work. The assessments could be scheduled in for the February half term.

7. Items for referral by Councillors to the next appropriate Committee or Full Council agenda.

FGP Committee

An update on the GDPR.

Costs of the Sports Pavilion, Blackboys.

Subscription charges to the Cricket and Football Clubs.

8. Next Committee Meeting

The date of the next meeting (provisional) was agreed as 26 February 2018 at the Village Hall, Blackboys.

The meeting was closed at 9.25 pm.

Chairman..... Date