



FAIRLIGHT PARISH COUNCIL

Draft Minutes of the Finance and Administration Meeting of Fairlight Parish Council held at 7:00 pm on Tuesday 2nd July 2024 at Fairlight Village Hall

In attendance: Pauline Collins, Clerk & RFO, members of the public were present.

24/043 Item 1. Apologies for absence

(including resolutions to accept reason for absence by Councillors) None.

24/044 Item 2. Code of Conduct and Disclosure of Interests

To receive any disclosures by members, of personal or prejudicial interest in matters on the agenda. None.

24/045 Item 3. Public questions in respect of items on the agenda A Member of the public asked why the Fairlight Pavillion was being discussed in a confidential session. The Chair said it is because it is discussing the Parish Councils involvement. The Member of the public said it is a charity and asked why it needed to be confidential. The Clerk said the Pavillion hasn't legally been handed over yet as they have not received the proper documents. The member of public said she is part of the charity asked for the Council to confirm which documents they are waiting for in writing as she is not aware of any.

24/046 Item 4. Minutes of meeting held on 4th June 2024 Signed.

24/047 Item 5. Matters arising from the minutes not otherwise on the agenda None.

24/048 Item 6. To discuss and review the current year's budget

Clerk confirmed Compressor invoice received, Earmarked reserves have stayed the same. Noted.

24/049 Item 7. To discuss and consider the allocation of earmarked reserves

Chair confirms £17,000 has been spent on the playground. Clerk said earmarked reserves need to be reviewed.

24/050 Item 8.

a) To review policies and practices- to discuss the preparation of a year-end financial report Cllr Baker proposed there is an annual report showing large expenditure published for public viewing RESOLVED Clerk and Councillors are to put together the report.

b) To discuss/confirm the procedures for agendas and minutes Councillors are clear on procedures.



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24/051 Item 9. To discuss/approve the proposed payment to ESCC for electricity usage for CCTV on Waites Lane ESCC have come to an agreement for payment and Chair proposes FPC offer £800 for electricity for the year. RESOLVED Clerk and Cllr Williams are to negotiate and start at £600.

24/052 Item 10. To discuss/approve the proposed solicitor for compilation of leases Proposal for Clerk to go back to solicitors and clarify what work is involved. RESOLVED Clerk to email solicitors and circulate new information to Councillors so a decision can be made by Councillors via email.

24/053 Item 11. Future Agenda items
New NALC advice on standing orders.

24/054 Item 12. The Council resolved to go into confidential session on the grounds that the following would disclose exempt matters.
There was a brief discussion regarding Fairlight Pavillion but no minutes were taken. Recruitment process of new Clerk/ RFO was discussed and several recommendations were made for consideration at the next Full Council meeting.

24/055 Item 13. Close of meeting

24/056 Item 14. Date of next meeting – Tuesday 6th August at 7.00 pm.

The Council resolved to go into confidential session on the grounds that the following would disclose exempt matters.
Recruitment process of new Clerk/ RFO was discussed and several of recommendations were made for consideration at the next Full Council meeting.

Signed.....


Date..... 28/7/25