

FAIRLIGHT PARISH COUNCIL

Website: www.fairlightparishcouncil.org.uk

Clerk: Mrs Pauline Collins

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Minutes of Finance and Administration Committee Meeting held on Tuesday 9th March 2021 at 2.45pm via Zoom

Present: Councillors – Ms I Horsley (Chair), Mr S Leadbetter, Mr S Stewart, Ms L Cooke. Also, Parish Clerk Mrs P Collins

21017 Apologies for absence (including resolutions to accept reason for absence by Councillors)
None

21018 Code of Conduct and Disclosure of Interests

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

21019 Public questions in respect of items on the agenda
None

21020 Minutes of meeting held on 12th January 2021

The minutes having been distributed prior to the meeting and made available to the Public at the meeting.
Resolved to approved, and will be signed by the Chairman as a correct record.

21021 Matters arising from the minutes not otherwise on the agenda
None

21022 To discuss and review the current year's budget

The current expenditure to date was review. The overall forecast is an underspend of the budget.

21023 To discuss and consider the allocation of earmarked reserves for 2020/21

Current reserves have been allocated for 2020/21. Additional items were discussed for allocation at the year-end if approved projects cannot take place to enable funds to be ring-fenced.

Resolved to include in 2021/22 provisions for a new noticeboard for Wood Field £1100 and additional play equipment for the playground £1000.

21024 To discuss proposed budget for 2021/22

An amendment to the budget for the caretaker costs to be made (Contract price £2340 plus proposed contribution to public liability insurance to be approved). Increase in expenditure to be found from within the current budget allocations.

Resolved to submit the budget to the Parish Council in March for final approval.

21025 To review policies and practices

Cllr Horsley to circulate outstanding policies for review. A new Facebook policy has been drawn up and will be checked at the next meeting.

21026 To review grant/donation applications 2021/22

The Grants Panel had reviewed all applications on 8th March 2021. Recommendations from the Panel were reported to this meeting by the Clerk.

Resolved the Grants Panel recommendations of amounts to be awarded be sent to the March Parish Council meeting for discussion and final approval.

21027 To discuss the village caretaker role

(a) References received to be reviewed

Two references had been received and circulated. A further reference has been sought from the applicant's current employer.

(b) Public Liability Insurance contribution to be approved

It was reported that the expected cost to the new caretaker for public liability insurance of £10m to be in the region of £600 to £800 per annum. Cllr Smith has contacted ESCC Highways to clarify if this level of insurance is required or whether £5m would be sufficient. It was suggested that a contribution of up to £500 could be paid to the new caretaker as a contribution towards the insurance cost – to be approved by the full Parish Council.

21028 To note expenditure approved by the Committee

(a) £60 for two SSALC training events for Cllr Stewart and Cooke

(b) £108 for wheelchair donated to the Fairlight Village Hall

(c) £140 for two moveable A-boards (monies from Hastings Direct grant)

Resolved This expenditure was approved and noted

21029 To approve the purchase of a grit bin for Woodland Way Twitfern (£100)

Resolved to approve the purchase of a grit bin for health and safety reasons.

21030 Future agenda items

To review the Action Plan – June 2021

To review rents payable to the Parish Council - 2021/22 financial year

21031 Close of meeting

Meeting closed at 3.30pm

21032 Date of next meeting

Tuesday 13th April 2021 at 2.45 pm

Signed _____ (Chair) Dated _____

Draft until agreed and signed at the next meeting