

# FAIRLIGHT PARISH COUNCIL

Website: [www.fairlightparishcouncil.org.uk](http://www.fairlightparishcouncil.org.uk)

Clerk: Mrs Pauline Collins

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## **Minutes of Finance and Administration Committee Meeting held on Tuesday 13<sup>th</sup> April 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

**21033 Apologies for absence** (including resolutions to accept reason for absence by Councillors)  
None

### **21034 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

**21035 Public questions in respect of items on the agenda**  
None

### **21036 Minutes of meeting held on 9<sup>th</sup> March 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.

**21037 Matters arising from the minutes not otherwise on the agenda**  
None

### **21038 To discuss and review the current year's budget**

**The budget was changed as agreed at the Parish Council meeting held on 23<sup>rd</sup> March 2021.** The current expenditure to date was reviewed. The overall forecast for 2020/21 budget is an underspend of £15k.

### **21039 To discuss and consider the allocation of earmarked reserves for 2020/21**

Current reserves have been allocated and agreed for 2020/21. Additional items can be added for 2021/22 from the general reserves carried forward from 2020/21.

### **21040 To review policies and practices**

(a) Facebook policy

**Resolved** to adopt this policy and add to the website

### **21041 To discuss the village caretaker role/contract**

The current application was agreed and an appointment date of 1<sup>st</sup> May suggested. A DBS check needs to be carried out. Clerk will contact the applicant to discuss date etc.

### **21042 To review the Zurich insurance policy for 2021/22**

**Resolved** to accept the policy and price

### **21043 To consider/approve a contribution to Rother District Council for the Article 4 survey**

Discussions were held re the survey, the possible amount to contribute and what other groups may contribute towards the costs.

**Resolved** to put to a Full Council meeting for a decision the amount of £2600 as a contribution.

**21044 Future agenda items**

None

**21045 Close of meeting**

Meeting closed at 3.05pm

**21032 Date of next meeting**

Tuesday 11<sup>th</sup> May 2021 at 2.45 pm

Signed \_\_\_\_\_(Chair) Dated \_\_\_\_\_

Draft until agreed and signed at the next meeting