

# FAIRLIGHT PARISH COUNCIL

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

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## Minutes of Finance and Administration Committee Meeting held on Tuesday 9<sup>th</sup> November 2021 at 2.45pm

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

**21057 Apologies for absence** (including resolutions to accept reason for absence by Councillors)  
Cllr Lyn Cooke

**21058 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

**21059 Public questions in respect of items on the agenda**

None

**21060 Minutes of meeting held on 12<sup>th</sup> October 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.

**21061 Matters arising from the minutes not otherwise on the agenda**

None

**21062 To discuss and review the current year's budget**

The budget was discussed and reviewed. £3000 underspend in grants to be carried forward for 2022/23

**21063 To discuss and consider the allocation of earmarked reserves for 2021/22**

The current ear marked reserves for 2021/22 were reviewed.

**Resolved** to request the Full Parish Council to approve reallocation of EMR:

£5000 from Old Village Hall to New Community Hub

£2000 CIL to be ring fenced to improve entrance and parking on Wood Field

**21064 To discuss and consider the budget for 2022/23**

The Clerk is currently preparing the budget. Bids are being submitted by Councillors

Cllr Stewart requested £3000 for new community hub and further EMR for sewerage/drainage works if possible.

Clerk left the meeting whilst 1<sup>st</sup> April 2022 incremental rise was discussed.

**Resolved** to propose to Full Council an increase to pt35 of the NJC salary scale.

**21065 To review policies and practices**

(a) Equal Opportunities

Policy was reviewed and will be submitted to Full Council on 23<sup>rd</sup> November 2021 for approval and adoption.

**21066 Future agenda items**

Rent review and leases

**21067 Close of meeting**

Meeting closed at 3.40pm

**21068 Date of next meeting**

**Resolved** to cancel the December meeting. Next meeting 11<sup>th</sup> January 2022

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

Draft until agreed and signed at the next meeting