

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 8th March 2022 at 2.45pm

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

22001 Apologies for absence (including resolutions to accept reason for absence by Councillors)

None

22002 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

22003 Public questions in respect of items on the agenda

None

22004 Minutes of meeting held on 9th November 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.

22005 Matters arising from the minutes not otherwise on the agenda

None

22006 To discuss and review the current year's budget

The budget was discussed and reviewed. Monies for project planned but not undertaken will be carried forward to earmarked reserves 2022/23. The size of the budget monitoring reports was thought to be too large. The Clerk to provide a small alternative.

22007 To discuss and consider the allocation of earmarked reserves for 2021/22

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

22008 To discuss and consider the budget for 2022/23

The precept for 2022/23 has been applied for from RDC for £70,000. The budget was agreed at the Full Parish Council meeting on 25th January 2022. However, some changes will be required to budget allocations and EMR due to changes in demand and circumstances.

22009 To review policies and practices

(a) CCTV Policy

Policy was reviewed and will be submitted to Full Council on 22nd March 2022 for approval and adoption. Queries were raised in respect of the data held, period held for and data protection. The Clerk to contact the CCTV company and report back.

22010 To discuss the approved supplier/contractor scheme

The Full Parish Council held on 22nd February 2022 approved this scheme and delegated responsibility to this Committee. The Clerk has been allocated a limit of £500 per job once the scheme is running. All expenditure will be reported to Full Council.

Letters and forms to be sent to current contractors. Contractors can join the scheme at any time and applications will be assessed by the Committee.

22011 Future agenda items

None

22012 Close of meeting

Meeting closed at 3.20pm

22013 Date of next meeting

Next meeting to be held on Tuesday 12th April 2022 (subject to review)

Signed _____(Chair) Dated _____

Draft until agreed and signed at the next meeting