

FAIRLIGHT PARISH COUNCIL

Website: www.fairlightparishcouncil.org.uk

Proper Officer/RFO: Mrs Pauline Collins

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Minutes of Finance and Administration Committee Meeting held on Tuesday 14th February 2023 at 2.45 pm

Present: Councillors – Ms I Horsley (Chair), Ms L Cooke, Miss C Sharpe, Mr G Smith, Mr S Stewart, Mr D Greenup, and Mr R Turnbull
Proper Officer/RFO - Mrs P Collins

23014 Apologies for absence (including resolutions to accept reason for absence by Councillors)

Cllrs - Mrs A Hohenkerk Mr D Shortman

Resolved to accept the reasons for absence.

23015 Code of Conduct and Disclosure of Interests

None

23016 Public questions in respect of items on the agenda

None

23017 Minutes of meeting held on 10th January 2023

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.

23018 Matters arising from the minutes not otherwise on the agenda

None

23019 To discuss and review the current year's budget

The budget was discussed and reviewed. The current slide and toddler swings have been highlighted by the annual inspection as requiring replacement in the near future. This will be discussed at the Land management Group. The Proper Officer's mobile phone contract has ended with EE. The Proper Officer has researched replacements and suggested a contract with Tesco Mobile which would include a phone and a Chromebook. The monthly cost would be £18.66 exc vat. In addition, a bonus offer of £60 refund would be received as a new customer.

Resolved to agree the new phone contract. The Proper Officer to source and sign the contract.

23020 To discuss and consider the allocation of earmarked reserves for 2022/23

Current reserves remain the same but will need to be reviewed in the new financial year. The new war memorial may incur additional cost. Cllr Smith also remarked on the BBQ and shed reserve. He will contact other club and organisations to ascertain the need.

23021 To discuss and consider the budget for 2023/24

Discussions were held in respect of 2023/24 budget provisions. No changes were required at present.

23022 To review policies and practices

There were none to review. Cllr Horsley is currently compiling a list of responsibilities for Councillors to assist in May when roles are allotted.

23023 Future agenda items

Budget 2023/24 and future years

23024 Close of meeting

Meeting closed at 3.30 pm

23025 Date of next meeting

Next meeting to be held on Tuesday 14th March 2023 (subject to review)

Signed _____
(Chair)

Dated _____

Draft until agreed and signed at the next meeting