

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 Friday 25th September 2020 at 2.30pm in Fairlight Village Hall

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

20001 Election of Chairperson for the ensuing municipal year

Resolved Cllr Horsley elected as Chair

20002 Election of Vice Chair for the ensuing municipal year

Resolved Cllr Leadbetter elected as vice Chair

20003 Apologies for absence (including resolutions to accept reason for absence by Councillors)

None

20004 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

20005 Public questions in respect of items on the agenda

None

20006 To discuss and review the current year's budget

The current budget position up to the end of September 2020 was discussed. Due to the current covid-19 situation several projects have been placed on hold. The Land Management Group are proposing to spend monies on small projects and some new items for Wood Field and Knowle Wood. These items are to be put to the October 2020 Parish Council meeting for approval and will be included in the budget monitoring for November. Both the budgets for emergency radios and planning consultant are not expected to be spent and could be vired to another heading.

20007 To discuss and consider the allocation of earmarked reserves for 2020/21

Initial discussions were held in respect of how to allocate the current general reserve to earmarked reserves. An allocation should be set aside each year to provide for the replacement of fixed assets. In addition, at least half of the precept should be covered (£31500). See below for current allocation. Monies could be available to support the Fairlight Village Hall to install a new kitchen. Cllr Horsley will attend the Village Hall trustees meeting.

20008 To discuss proposed budget for 2021/22

Items to note to be included in budget – planning consultant £3000, emergency radios £3000, CCTV camera replacement/upgrade, cost of electricity for Rockmead pump house. Councillors to propose other items for land management etc

20009 To discuss rent reviews for the use of Parish Council resources

Current rents – Bowls Club £50, Tennis Club £55, Activate Youth Club £50 and the Parkhurst Cricket Club £25 per match. Discussion in respect of how much should be charged, how much do the clubs get involved with the village and how much is given back to the village/local charities.

Resolved the Clerk will write to the clubs requesting information and asking them what rent they think would be fair to pay.

20010 To decide on new Caretaker role – job description, contract/employee, rate etc
Resolved the Clerk to draw up a tender specification and the bidders notify the Council of proposed hours, cost and insurance.

20011 To consider a request for the provision of a grit bin on The Avenue
Resolved the Clerk to reply to request asking where a new bin could be located permanently.

20012 Future Agenda items
To review the action plan
To review Clerk's hours and salary

20013 Any other business

- a) To include Val King's retirement details and photograph in the FRA magazine article for December's magazine.
- b) Request from the Parish Council delegated responsibility to review policies and practices prior to adoption – To be added to October's Parish Council's agenda
- c) Advertise for two casual vacancies for Councillor
- d) Cllr Horsley to notify Keith Pollard, Village Correspondent for the Hastings Observer of any news/decisions
- e) Benches on verges around the village – 6 benches exist – Broadway (near Jambria), Waites Lane near church, Top of Smugglers Way/Bramble Way, Top of Shepherds Way/Channel Way, Shepherds Way near post box, Waites lane near Just Property.

Resolved the Parish Council will take responsibility of these and add to fixed asset register and insurance.

20014 Close of meeting
Meeting closed at 4.00pm

20015 Date of next meeting
To be arranged

EAR MARKED RESERVES 31/03/20

	£	£
Available Reserves 2020/21		
Natwest	51708.05	
National Savings	<u>9742.35</u>	
		61450.40
LESS		
Ring fenced income		
CIL monies 2019/20	5895.89	
Faircomm	<u>3200.00</u>	
		9095.89
LESS		
Other reserves		
Old village hall	10000.00	
New community hub	10000.00	
Replacement play equipment	5000.00	
Replacement of fixed assets - Noticeboards/bus shelters etc	<u>10000.00</u>	
		35000.00
GENERAL RESERVES		<u><u>17354.51</u></u>

Signed _____ (Chair) Dated _____