

**MINUTES OF EAST HOATHLY WITH HALLAND PARISH COUNCIL  
FINANCE AND GENERAL PURPOSES MEETING HELD ON 6TH NOVEMBER 2017  
MEETING ROOM, THE FORGE HOTEL HALLAND**

**Attended:** Cllr David Vaughan (Chairman), Cllr Victoria Albuquerque, Cllr Diane Knill and Cllr Tony Pope.

**In attendance:** Karen Crowhurst - Clerk  
Verne Heath - Responsible Finance Officer

**Members of the public:** 1

<b>Item No</b>	<b>Agenda items</b>
1.	<b>APOLOGIES FOR ABSENCE</b>
1.1	Apologies were received from Cllr Cole.
2.	<b>DECLARATIONS OF INTEREST</b>
2.1	All Members declared an interest with regard to item 3d, Councillors Allowance.
3.	<b>FINANCE MATTERS</b>
3.1	a) Actual income and expenditure to date (previously circulated)
3.2	This item was deferred.
3.3	b) Review of account format
3.4	It was agreed for the RFO to determine the format of the accounts and consider providing a one page summary of balances and reserves in the future. <b>Action – RFO</b>
3.5	c) Direct Debits
3.6	The RFO highlighted the change of payment types for HMRC and Wealden District Council. After listening to the RFO it was agreed to pay HMRC payments by BACs and set up a direct debit for Wealden District Council. <b>Action – RFO</b>
3.7	d) Councillors Allowance and response to WDC Remuneration Panel
3.8	After careful consideration. It was agreed not to claim Councillors Allowances.
4.	<b>BUDGET 2018-2019</b>
4.1	a) To agree the budget for 2018-2019
4.2	Members used the reserves statement to form a basis for current funds available as well as the financial position the Council will be in at the end of March 2018. Some adjustments were made to the budget. Members agreed to dismiss budget 1a as this was not a practical or a realistic budget. After a lot of thought it was agreed with slight amendments which will be considered at the budget meeting by full Council to proceed with budget 1, which does lead to some of the budget requests not being incorporated in the next financial year. Members did not feel it would be prudent to double the precept as this would lead to a significant rise for residents Council Tax bills.

- 4.3 b) To approve the precept/budget reckoner subject to variance of tax base
- 4.4 After the adjustments to the budget the precept request will be for the amount of £42,090 which equates to a 5.1% increase
- 4.5 c) To agree to earmark additional reserves for 2018-2019. Current earmarked approved by Council, Parish Woodland and Neighbourhood Plan
- 4.6 It was agreed to earmark the following reserves.
- 1) Bus shelter £15,000
  - 2) Neighbourhood Plan £12,500
  - 3) Parish Woodland £6,000
  - 4) Section 106 £10,822
  - 5) Halland Projects £27,000 – the source of this reserve will be taken from the Community Benefit provided by Lightsource. It was agreed that this fund be available to benefit Halland
  - 6) Running Costs £20,000
  - 7) Elections £1,500
  - 8) Contingency £10,000
  - 9) Water leak £1,900
- 4.7 It was agreed that the cost requested to undertake a survey for the Parish Woodland be taken out of Section 106 funds. It was also agreed not to incorporate the requested amount of £20,000.
- 4.8 The Clerk advised that all of the budget items will need to be approved by Council.
5. **GENERAL PURPOSES**
- 5.1 a) To agree expenditure for the bus shelter at Halland
- 5.2 This was incorporated into the budget.
- 5.3 b) Play equipment
- 5.4 This was incorporated into the budget.
- 5.5 c) Play area inspections
- 5.6 The Clerk informed Members that in order to reduce risk it would best to have more than one inspection per year. Members agreed to request ROSPA carry out quarterly inspections. This is now included in the budget.
6. **COMMITTEE OF THE WAR MEMORIAL SPORTS GROUND TRUST (whole PC Acting as Trustee)**
- 6.1 a) Security at the Pavilion
- 6.2 After careful consideration it was agreed that the Parish Council takes action and provides some form of security, this was also factored into the budget.
7. **REVISION OF FINANCE REGULATIONS FOR EAST HOATHLY WITH HALLAND PARISH COUNCIL**
- 7.1 a) To look at current Financial Regulations

It was agreed that the Financial Regulations need to be updated. It was further agreed that the Clerk in consultation with the RFO draft the National Association of Local Council's version in readiness for adoption in May.

7.2           b) To consider merging the current Financial Regulations with National Association of Local Councils Model

7.3           Covered above.

8.           **COUNCILLOR QUESTIONS REGARDING FINANCE OR GENERAL PURPOSED MATTERS**

8.1           There were none.

9.           **DATE OF NEXT MEETING**

9.1           Monday 19<sup>th</sup> February 2018 – Venue to be confirmed.