

All minutes are draft and subject to approval at the next meeting

**FERRING PARISH COUNCIL
FINANCE & GENERAL PURPOSES COMMITTEE
(Advisory Powers Only)**

**Minutes of the Finance & General Purposes Committee meeting held at 7.30pm
on Monday 29th November 2021 at the Village Hall**

Present	Councillors	Terry Jackson
		Stephen Abbott
		Lesley Young
		Roger Elkins
		Peter Coe

1	Apologies for absence Apologies were received from Councillor Clare Royal. The apologies were accepted.	
2	Declarations of interest There were no declarations of interest.	
3	Public Question Time There were no questions.	
4	To confirm the Minutes of the last meeting held 4th October 2021 The Minutes of the Finance & General Purposes Committee Meeting held on 4 th October 2021 were approved by the Committee as a correct record and signed by the Chairman.	
5	Matters arising from the report of the last meeting held on 4th October 2021. <ul style="list-style-type: none">• Event Signage - All new event signage has been received.• AED - AED pads have been ordered and delivery is expected. The AED will remain out of service until the pads have been received.• Maintenance Contractor – At Full Council 18th October it was agreed that a task group is formed to agree best way to recruit a new maintenance contractor. This will be an item on Full Council agenda 6th December.• Standing Orders & Parish Council Policies - At Full Council 18th October it was agreed that a task group is formed to agree Standing Orders & Parish Council Policies. This will be an item on Full Council agenda 6th December.	

6	<p>Accounts and Finance</p> <p>The income and expenditure schedule for September & October 2021 were reviewed and will be recommended for Full Council approval.</p> <p>The above will be recommended to Full Council.</p> <p>After discussion, it was agreed that the draft monthly Income & Expenditure will be uploaded with Full Council agendas on the website.</p>	
7	<p>Parish Clerk Report including Financial Matters</p> <p>a. Online Banking (<i>paper attached for Councillors</i>)</p> <p>After discussion it was agreed that option 1 was not suitable and further information will be obtained by the Clerk option 2 Bank Line.</p> <p>This will be an item on the F&GP Committee agenda 17th January 2022.</p> <p>The Clerk advised the Committee of difficulties with the Barclays bank account that she has now resolved.</p> <p>The Clerk advised that one supplier is due payment of their invoice and that they only receive online payments. The Committee agreed that this invoice could be paid using online facilities.</p> <p>This item will be recommended to Full Council.</p>	
8	<p>Parish Office – Maintenance quotations received for doors & windows (<i>quotations attached for Councillors</i>)</p> <p>The Committee reviewed the quotations obtained by Councillor Terry Jackson to replace 2 doors and a window at the Parish Office. It was agreed that minor clarifications are required on two of the quotations.</p> <p>Committee agreed to pursue with the replacement doors and window at cost that does not to exceed £4k.</p> <p>The Above will be recommended to Full Council.</p>	
9	<p>Christmas Event – Consider Village Hall Contribution (<i>Clerk</i>)</p> <p>The Clerk advised that the Village Hall Committee have been extremely accommodating with the arrangements for the Parish Council Christmas light switch on and Christmas Fair and suggested that the Parish Council may wish to make a contribution to the Village Hall Committee for their Christmas tree and lighting.</p> <p>After a lengthy discussion it was agreed to make a contribution of £150.</p> <p>The above will be recommended to Full Council.</p> <p>Two Councillors suggested that the Highways & Community Committee discuss the context of the Parish Council events. This will be included on the next Highways & Community Committee agenda</p>	

10	<p>Grant Request – Received from the Glebelands Centre The Committee considered and agreed a grant request of £500 from the Glebelands Centre to contribute to the cost of replacement windows. Payment will be made on receipt of the completed work invoice.</p> <p>The above will be recommended to Full Council.</p>	
11	<p>FRSA invoice – Consider the invoice for the white lines at the parish office After a brief explanation and discussion, it was agreed to pay the invoice.</p> <p>The above will be recommended to Full Council.</p>	
12	<p>Community Infrastructure Levy (CIL) – Payments received The Clerk advised that to date there has been two payments received in 2021, £4475.00 & £2266.67 = £6741.67</p> <p>Both payments will need to be spent by 2026.</p>	
13	<p>All about Ferring Magazine There is nothing to mention.</p>	
14	<p>Urgent matters arising, since the preparation of this Agenda & Items to be referred to next Agenda The Clerk advised that there have been complaints made to the Parish Office reference to the untidy mess in two Parish Council bus shelters. This item will be an item for discussion at Full Council 6th December.</p> <p>Councillor Terry Jackson advised that ADC has advised the Clerk that ADC has included a provision in their 2022-2023 capital programme for improvements for the play area and public conveniences on the village green Reference to the play equipment, ADC has indicated that there is an allocation of £25K and s106 money of £2K with a suggested overall cost of £40K. Reference to the public conveniences, ADC advise as yet there are no scoping work or specific detail around the plans. ADC ask if it is feasible for the Parish to set aside something on a provisional basis pending further detail, discussion and consultation. The Committee was asked to consider a provision with the precept 2022 - 2023 to use money from reserves to contribute to both projects in principle. After a lengthy discussion, it was suggested that District Councillor Roger Elkins will obtain further information from ADC.</p> <p>This item will be an item for discussion at Full Council 6th December.</p>	

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15	The next Finance & General Purposes Committee Meeting is scheduled for Monday 17th January 2022	
	The meeting closed at 9.00pm.	