

HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the next meeting of Herne & Broomfield Parish Council Finance & Resources Committee held at Wootton Room, Herne Mill, on Thursday 26th January 2012 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Robert Jones, Cllr Blatherwick, Cllr Brealy, Cllr Hobbs, Cllr Moore and Cllr Harvey

01/12	Apologies for absence were received from Cllr Day and Cllr Moore will be late.
02/12	Declarations of Interest. None
03/12	The minutes of the meeting held on 12 th October 2011 were agreed as a correct record.
04/12	Matters Arising. None

Public adjournment

To allow members of the public to speak about items on the agenda.

Name and address to be given

None present

05/12	To discuss expenditure against budget to end of December and look at reserves. The income figure for advertising is up but the amount for Concurrent Funding was lower than expected, this was covered by a capital grant for the steps at Broomfield Community Park. The income from bank interest is also slightly higher than predicted. The figures are on budget apart from the Community Centre expenditure which is much higher due to the purchase and running costs etc. but there has been some income as well. The budgeted figure for elections was £1,500 and the expenditure was £4,405, the balance coming from earmarked reserves. Cllr Robert Jones told members that after taking out the amounts for doors, heaters etc the hall was covering its costs, which was welcome news. Cllr Moore arrived at this point.
06/12	To discuss auditor's report for quarter. All members had received a copy of the auditor's quarterly report, the only action required is to reduce the Fidelity cover in line with reserves.
07/12	To discuss paying the clerk for some of the additional hours worked and discuss employing someone to deliver newsletters to the volunteers. All members had details of the additional hours the clerk had worked, she had told members that she was prepared to give 22 hours as donated time, use up 2 days annual leave and keep 5 days in hand, which would leave 33hours outstanding, if this is paid the amount would be £544.50. After some discussion it was agreed that the additional hours owed would be paid for, subject to full council approval. The question of employing someone to deliver newsletters to the volunteers was short, following Cllr Moore's offer to do this.
08/12	To discuss the Terms of Reference for this committee. The only change to the wording was item 8 Clerks Assessment was changed to clerks Appraisal.
09/12	To discuss repairs to gate in MUGA. The clerk reported that one of the gates had a broken hinge, there had been a suggestion that due to ongoing problems with the gate L shaped fencing could be installed, however this would not keep out the dogs. Cllr Brealy gave the name of a welder who may be able to look at the gate to see if it can be repaired. The clerk will follow this up.
10/12	To discuss the quotes received for the maintenance of the grounds at Broomfield Community Park. It was resolved that this item be discussed without press or public present. Under Public Bodies (Admission to meetings) Act 1960, due to the confidential nature of the business being discussed. The clerk gave details of the 4 quotes received and after some discussion it was decided to recommend to full council that the contract goes to Serco. The annual cost for basic maintenance of the site will be £2,434.23 plus VAT.

11/12	To discuss how the Hall Manager and Community Caretaker is settling in. It was resolved that this item be discussed without press or public present. Under Public Bodies (Admission to meetings) Act 1960, due to the confidential nature of the business being discussed. The clerk reported on a few issues that had arisen to date. It was felt that a good job was being done and that Mr Gray had settled in very well and had everything under control.
12/12	Any correspondence received. Email from HAT (Herne Against Tesco), they have requested some funds to start them off. Cllr Moore told members he was at their last meeting and it was agreed that they would ask for time to pay when purchasing things or for the parish council to be invoiced. The clerk told members that ideally all receipts or invoices need to be made out to the parish council as it was not possible to pay them if they are made out to an individual or other organisation. It was agreed that this was a suitable solution.
13/12	Any items for next agenda. None.

Meeting closed 9-05pm