

HERNE & BROOMFIELD PARISH COUNCIL

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Minutes of the meeting of Herne & Broomfield Parish Council Finance & Resources Committee held at Herne Centre, on Thursday 27th September 2018 at 7.30pm, for the purpose of transacting the following business.

Present: Cllr Harvey, Cllr Blatherwick, Cllr Davis, Cllr Taylor, Cllr McCann, Cllr Mitchell

Cllr McCann was Co-opted onto the committee.

23/08	Apologies for absence , were received from Cllr Knight who is working.
24/18	Declarations of Interest and dispensations requested. None
25/18	The minutes of the meeting held on 7th August 2018 , were agreed as a correct record.
26/18	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

28/18	To discuss the Insurance quotes and approve one of them. The assistant clerk had set out a comparison table of 4 quotes (attached), although not exactly like for like it was decided to go with the quote from Zurich for a three-year period.
29/18	To discuss expenditure against budget to 27th September 2018 and look at reserves. The clerk provided members with the details of the expenditure to date and compared them to the budgeted figures and the expected expenditure to the end of the year, (attached). Reserves were also discussed.
30/18	To look at the expenditure to date for new building and the office move. This was discussed under 29/18. There is still an outstanding amount of around £130,000 to be paid. The office move has been completed and all the furniture and equipment etc is now in place.
31/18	To discuss the change of hours for the clerk. The clerk hoped that she might be able to reduce her hours to three days a week, in the new year, this would be dependent on Kirsty signing a contract.
32/18	Report on Assistant clerk's review. The clerk gave the report on Kirsty's review, (confidential minute). The clerk will discuss with Kirsty what she is required to do, on a weekly basis. Kirsty is not sure the job is for her and there will be another meeting with Kirsty, the clerk and Cllr Blatherwick after the clerk returns from holiday, just before the end of Kirsty's probationary period. Cllr Blatherwick and the clerk both feel that Kirsty would make a good parish clerk if she decides to stay.

Meeting closed 8.55pm