



MINUTES OF THE MEETING OF THE FINANCE COMMITTEE ON TUESDAY 29TH OCTOBER 2024 IN THE PARISH OFFICE MEETING ROOM, MARDEN MEMORIAL HALL, GOUDHURST ROAD, MARDEN COMMENCING AT 7.30PM

012/24 PRESENT:

Cllrs Adam, Boswell, Tippen and Turner (in the chair) were in attendance. Cllr Dobinson and the Clerk were also present.

013/24 APOLOGIES:

Cllr Gibson had given her apologies.

014/24 APPROVAL OF PREVIOUS MINUTES:

Cllrs received and approved the minutes of the meeting held on 30th July 2024 which were duly signed as a true record.

015/24 CLLR INFORMATION

Declarations of Interest

There were no declarations of interest.

Granting of Dispensation

There were no requests for dispensation.

016/24 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

017/24 UPDATE FROM HR SUB-COMMITTEE MEETING

An update was provided by the Chairman of HR Sub-Committee following the meeting held earlier today.

A proposal had been put forward in regard to the Pay Policy including an increase in the annual bonus. Cllrs agreed in principle and this would be put before Full Council at the November meeting.

Other staffing issues were discussed and, if relevant, would be included in the budget setting.

018/24 FINANCIAL YEAR 2024/2025

Quarter 2 Report

Cllrs had previously received the quarter 2 income and expenditure report. Cllrs went through this and the Clerk commented that she would look at the utility charges for the public conveniences as these were particularly high.

Additional Expenditure for 2024/25

Cllrs discussed the following:

Solar panels on public conveniences – although a grant had been received additional money was required to make up expenditure. The Clerk was contacting the County Cllr for a KCC grant to assist with this.

MPC had met with KCC earlier today and a Youth Worker for Marden was discussed (to be shared between Marden, Staplehurst and Coxheath). However, a cost would be incurred by the Parish Councils. This item would be placed on Full Council agenda for Cllrs to discuss funding of up to 3 hours of youth worker per week plus hall hire per annum.

019/24 FOUR YEAR FINANCIAL BUSINESS PLAN

This item was deferred until the budget had been agreed.

020/24 2025/26 INCOME & EXPENDITURE**Fees**

Cllrs accepted the proposals from Amenities Committee for the increase in fees for open space, Play Scheme and Cemetery fees.

Other Income and Expenditure

Cllrs considered the following additional income/expenditure:

Salaries: proposals discussed at HR Sub-Committee and agreed by Finance Committee.

Increase in subscriptions and other revenue expenditure: no increases had been received from the Clerk but these would be checked before budget approval.

CIL/S106 expenditure: The changing room refurbishment was the main source of expenditure for S106.

Additional training costs: The Deputy Clerk was considering ILCA to CILCA training which would be included in the budget.

Appointment of Internal Auditor: Due to the retirement of the current Internal Auditor the Clerk was obtaining quotes.

Other proposals put forward by Committees: Amenities Committee had proposed additional money in budget for play equipment repairs due to the age of some of the items and continue to put funding aside for Southons Field driveway.

021/24 DRAFT BUDGET

Cllrs began to draft the budget for 2025/26 with an inflationary increase of 2% on some budget codes. The draft budget would be reviewed again in January following Quarter 3 to set the Precept.

022/24 OTHER FINANCIAL ISSUES**Capital Account**

Cllrs agreed to transfer capital money from Santander to CCLA account

Bank Reconciliations

Cllrs Tippen and Turner signed the bank reconciliations for Quarters 1 and 2.

023/24 invoices

There were no invoices for payment.

There being no further business the meeting closed at 21.12pm

Date:

Signed:

Cllr Andy Turner

Chairman, Finance Committee

Marden Parish Council. Parish Office, Goudhurst Road, Marden

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