



DRAFT MINUTES OF THE MEETING OF THE FINANCE COMMITTEE ON TUESDAY 6TH OCTOBER 2026 IN THE PARISH OFFICE MEETING ROOM, MARDEN MEMORIAL HALL, GOUDHURST ROAD, MARDEN COMMENCING AT 7.30PM

As Vice-Chairman Cllr Adam took the first item on the agenda.

001/26 ELECTION OF CHAIRMAN:

Cllr Boswell proposed and Cllr Griffiths seconded that Cllr Turner be elected Chairman for this Council year.

Cllr Turner then took the Chair.

002/26 ELECTION OF VICE-CHAIRMAN:

Cllr Boswell proposed and Cllr Turner seconded that Cllr Adam be elected Vice-Chairman for this Council year.

003/26 PRESENT:

Cllrs Adam, Boswell, Griffiths and Turner (in the Chair). The Clerk was also in attendance.

004/26 APOLOGIES:

Cllrs Gibson and Tippen had given their apologies.

005/26 APPROVAL OF PREVIOUS MINUTES:

Cllrs received and approved the minutes of the meeting held on 28th April 2026. These were duly signed by the Chairman.

006/26 CLLR INFORMATION

Declarations of Interest

There were no declarations of interest.

Granting of Dispensation

There were no requests for dispensation.

007/26 IDENTIFICATION OF ITEMS INVOLVING PUBLIC SPEAKING

There were no members of the public in attendance.

008/26 FINANCIAL YEAR 2026/2027

Quarter 1 – Income and Expenditure

The Clerk had provided details for Quarter 1 (1st April to 30th June 2026) income and expenditure. Details agreed by Cllrs.

Quarter 2 – Income and Expenditure

The Clerk had provide details for Quarter 2 (1st July to 30th September 2026) income and expenditure. Details agreed by Cllrs.

Cllr Adam raised the very large invoice sent by Business Stream. The Clerk and Cllr Turner had tried to resolve the issue but it was still outstanding.

Following discussion, it was agreed for Cllr Turner to make further contact with Business Steam and, very reluctantly, for MPC to pay the outstanding invoice whilst the matter was being raised.

The Clerk was asked to investigate any legal advice regarding receiving debt letters and how to deal with them if the matter was still outstanding.

Annual Governance and Accountability Return (AGAR)

Cllrs noted receipt of AGAR 2025/26 and this would be reported for minuting at Full Council on 13th October.

009/26 OTHER

MPC Financial Business Plan

The Clerk had provided a spreadsheet of monies held in the capital account along with interest which had been paid into the revenue account and which was due to be transferred over. MPC's financial business plan would be reviewed regarding any updates to ear marked reserves at a future meeting.

Other

Cllrs were asked to consider additional expenditure for 2027/28 and it would also be raised at Amenities Committee for budget consideration.

The Clerk reported that the current cemetery software being used was no longer supported by Pear Technology and Microsoft so quotes from other providers were being obtained to present to the next Finance Committee meeting.

Another concern, which would be for this financial year, was that MPC's general waste collection contractor would no longer take dog waste. The Clerk was therefore obtaining quotes for separate dog bins and collections which would be reported to the next Amenities Committee meeting.

010/26 INVOICES

The following invoices were due for payment:

Marden Memorial Hall – office rent and refuse (Budget Codes 4070/4074)
£300.00

KALC – Clerking webinar (Budget code 4010) - £60.00

KALC – Clerks Conference x 2 (Budget Code 4010) - £168.00

Employee/HMRC – Salary/PAYE/NIC (Budget Codes 4000/4002) - £5,951.09

Castle Water – Toilets water supply (Budget Code 4327) - £152.76

Stanleys – mower and vehicle fuel (Budget Code 4316) - £185.28

Alison Hooker – Travel and parking (Budget Code 4005) - £28.10

Signature Plants – Plants for troughs (Budget Code 4140) - £41.58

Total: £6,886.81

The above invoices were agreed and authorised by Cllrs Adam and Turner on Unity.

As discussed above a payment of £5,998.62 was made to Business Stream/Zinc Group for public conveniences wastewater.

There being no further business the meeting closed at 8.40pm

Signed:

Cllr

Chairman, Finance Committee

Date:

Marden Parish Council. Parish Office, Goudhurst Road, Marden

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