



Local Government for Langton Green, Speldhurst, Ashurst and Old Groombridge

Minutes of a Finance Committee Meeting held on Monday 18<sup>th</sup> October 2021 at  
7.30pm at the Council Office, Langton Green Recreation Ground

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**MEMBERS PRESENT**

Cllrs Ellery (Chairman), Rowe, Scarbrough, Mrs Soyke, Mrs Woodliffe and Cllrs Pate (7.37pm) and Mrs Lyle (both ex-officio)

**MEMBERS OF THE PUBLIC**

There were no members of the public present.

**OFFICERS PRESENT**

Mrs K Neve – Clerk and Mr C May – Finance Officer (RFO)

**1. Election of Vice-Chairman**

**Resolved** that Cllr Scarbrough be elected as Vice-Chairman subject to confirmation by his employer.

**2. To enquire if anyone present intends to record the meeting:**

No-one present intended to record the meeting.

**3. To receive and approve apologies for absence**

Apologies were received from Cllrs Barrington-Johnson (prior commitment) and Rajah (holiday).

**4. Disclosures of Interest**

Cllr Ellery declared that he was the SPC representative on the Speldhurst Village Hall Trust.

**5. Declarations of Lobbying**

There were none.

**6. Minutes**

**RESOLVED** that the minutes of the Finance Committee meeting dated **26<sup>th</sup> July 2021**, copies having previously been forwarded to Members, be approved, and signed as a correct record.

## 7. Public Open Session

There were no members of the public present.

## 8. Interim Payments

These are payments made during the month that were not approved at the last Full Council Meeting.

- Unity Bank: none
- Mastercard: £9.00 Bank charges; £20.19 misc expenses; £125.00 Remembrance Poppy wreathes; £27.28 Petrol

## 9. Financial position to review expenditure vs budget at 31<sup>st</sup> October 2021:

Summary sheets and detailed reports had been circulated prior to the meeting. The RFO highlighted some figures that needed attention and recommended some actions:

- Salaries will come in over budget despite the addition of extra funds being allocated. He suggested a virement of £5,000 from contingency and £1,500 from footpaths to pay for the footpath clearing by the Groundsman.
- Pensions and NI will also exceed budget.
- SLCC Membership: Catherine Barrett will join SLCC which will increase costs.
- There had been extra expenditure on stationery upon the return to office working
- The RFO would look into the 4206 LGRG maintenance account which could result in savings.
- CCTV: the carried forward figure was to be adjusted due to contract payment.
- Vehicle: MOT and service to be added.
- 4119 SPVH figures to be adjusted because of a grant request.
- The contingency account: a virement has been recommended.

## 10. Financial position to review expenditure for the Pavilion at 31<sup>st</sup> October 2021

Summary sheets and detailed reports had been circulated prior to the meeting which were considered in detail. The RFO confirmed that the income from the café would be higher than budget. Cllr Mrs Lyle said that she would speak with the proprietor regarding Saturday morning opening and Cllr Rowe said that all agreements should be minuted for transparency.

The RFO also said that he had received no invoices so far for the cleaning of the pavilion.

## 11. Budget Virements

**RESOLVED** to make the following virements: £5,000 from contingency to cover the shortfall in salaries. **RESOLVED** to transfer the £1,500 from Footpaths to salaries to pay for the Groundsman's work during the summer.

## 12. Banking and reserves

The RFO confirmed that the Unity Trust accounts was currently over the FSCS guideline of £85k but would be within limits by early November.

## 13. Committee and Working Group expenditure

- a) After discussion it was **RESOLVED** to install a new CCTV camera on the outside of the pavilion in the alcove at a cost of £1,170 plus VAT.

#### **14. Grant requests**

- a) A request had been received from Speldhurst Village Hall for grant towards the toilet refurbishment upgrade, which was in part necessary due to Covid. The request was discussed in detail and it **RESOLVED** to grant £5,000 towards the costs.

#### **15. Staff and Training**

The RFO reported that expenditure on training was increasing with 6 attending a Planning session in November, but would remain under budget this year.

#### **16. Precept 2022-23**

The RFO had prepared figures for the next financial year based on an increase in the precept of 5%. He said that this figure needed to be agreed in principle before an analysis of the projections could be considered in detail. He suggested that this increase in precept be considered in principle at the next Full Council meeting in November.

There was general agreement that this was an appropriate increase, so further discussion took place.

The biggest increase was in employees' salaries because of the continued handover and pension and NI costs.

The RFO will make changes to number of projected figures and a new spreadsheet would be available for the Full Council meeting. There was five years left on the loan taken out for the office build and he was asked to investigate whether it was possible to repay the PWLB loan early to reduce interest payments.

Changes included taking the CCTV contract in this year's figures and amending the carried forward number. Include costs for the van for service and MOT; adjust the grant figure for SPVH.

The overall projection was a small deficit which could be taken out of General Reserves if required.

#### **17. Covid Compliance**

There were no specific items relating to covid compliance.

#### **18. Items for Information**

Cllr Mrs Lyle said she had been approached by Simon Dean, head of Challenger Troop, who might ask for a grant.

There being nothing further to discuss, the meeting closed at 9.22pm.

Chairman