



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

**Minutes of a Finance Committee Meeting held in the Council Office,  
Langton Green Recreation Ground on Monday 30<sup>th</sup> September 2019 at 7.30pm**

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**MEMBERS PRESENT:** Cllrs Mrs Lyle, Mrs Soyke, Mrs Podbury, Mrs Woodliffe, Milner, Ellery and Rowe

**MEMBERS OF THE PUBLIC:** There were no members of the public present

**OFFICERS PRESENT:** C May – Clerk and Mrs K Harman – Assistant Clerk

1. **To enquire if anyone present intends to film, photograph and/or record the meeting:** No-one present intended to film, photograph and/or record the meeting.
2. **To receive and approve apologies for absence:** There were none
3. **Disclosures of Interest:** There were none.
4. **Declarations of Lobbying:** There were none
5. **Minutes: RESOLVED** that the minutes of the Finance Committee meeting dated **10<sup>th</sup> July 2019**, copies having previously been forwarded to Members, be approved and signed as a correct record.
6. **Public Open Session:** There were no members of the public present.
7. **Interim Payments:** The Clerk advised of the following payments since the Full Council meeting:  
Mastercard: £9.00 bank charges; £14.99\* computer mouse; £25.57\* pavilion glass replacement and £59.94\* new key safe (pavilion)  
Current account: £9.60 mobile; £99.00 Veolia (waste disposal); £60.39 Transfer to Mastercard; £32.40 bank charges.
8. **Budget Virements:** There were none.
9. **Financial Position as at close of July 2019 and review of expenditure vs budget to-date:** The finance sheets were reviewed and noted. Councillors discussed the benefit of listing committed expenditure and it was agreed to include these figures in future on a trial basis.

**10. Financial Position as at July 2019 and review of expenditure for the Pavilion:** The Chairman asked to defer her report until after the Pavilion Management Working Group meeting on Monday 7<sup>th</sup> October – she would report back to Full Council that evening.

**11. Budget for 2020-21.** The Clerk asked Councillors to consider the priorities for the next financial year which would be discussed at the budget setting meeting at the end of October/beginning of November. He suggested that some issues that might require consideration: Trees; Pavilion manager, book-keeping system, an upgrade to CCTV, motion sensitive lighting, Highways and playground reserve.

**12. Banking and Reserves:**

The Chairman noted that the accounts were all within their FCFS limits except for Unity bank which had just received the second half of the precept. It was agreed that this will be at an acceptable level once the October payments have been made. Lynn Jeffries needs to be removed as a signatory from HSBC. Cllr Mrs Woodliffe was now a signatory for Unity Bank.

**13. Committee and Working Group expenditure:**

- a) Expenditure authorised but not yet invoiced – there was none.
- b) **RESOLVED** that the flooring of the Gyrospiral be replaced at a cost of £2,725.80 on the recommendation of the Amenities Committee.
- c) **RESOLVED** to carry out repairs to flooring of the LG playground at a cost of £2,342.75 on the recommendation of the Amenities Committee.
- d) **RESOLVED** that the Bicycle Mill Roundabout be replaced at a cost of approximately £9,000 on the recommendation of the Amenities Committee.
- e) **RESOLVED** that the two-year priority work for trees could go ahead, on the recommendation of the Amenities Committee.
- f) **RESOLVED** that a virement would be recommended to Full Council to be taken from the Ear Marked Reserves via account 4210 to cover the expenditure on items b), c) and d) above.
- g) **RESOLVED** to get the council office repainted at a cost of £800.
- h) **RESOLVED** to purchase a second laptop for the office up to a value of £400 excluding VAT.
- i) The additional cost of £225 for changing the Office Broadband to one line was noted.

**14. Grant requests:**

- a) **RESOLVED** to grant Hospice in the Weald £1,000 to enable them to expand their services.
- b) Speldhurst Cricket pavilion grant towards improvements to water flow – no further information had been received.
- c) **RESOLVED** to grant St Mary's Church, Speldhurst £1,000 towards churchyard maintenance. Cllr Ellery asked about grant criteria and the Clerk will circulate a copy of this to members. Councillors agreed to publicise more details of the grants in village magazines and to publish a list of grants made on the website to remain transparent.
- d) Grant to LGCSA – Cllr Mrs Lyle will email LGCSA with bulleted points for approval which would be a binding document before the grant is released. This would include:  
SPC's responsibilities: additional spaces for parking on new matting under the trees; to investigate double yellow lines and request enforcement.  
It was noted that the recycling bins had been removed which could provide parking for four small cars  
LGCSA's responsibilities: to email members and visiting teams to car share, walk if possible and not to park on pavements (illegal); to direct any overflow parking along Lampington Row beyond the school and to have this information on the website.  
Sandwich boards at weekends one along the road to say no parking and one in front of the hall so that hall users can park,

LGCSA to provide agreement to these terms in writing.

SPC will commit £6,000 per year to the maintenance of the recreation ground and that LGCSA pay anything over and above that, and that they will manage the maintenance including managing the contract. The play areas are not included in this – it is for the football fields only.

The grant would be released once LGCSA have confirmed their agreement to these terms and actions.

**15. Staff and Training:**

- a) The cost of the CILCA training for the Assistant Clerk was noted.
- b) The cost of Dynamic Councillor training for Councillors was noted
- c) The cost of an overnight stay for the Vice-Chairman when attending the NALC conference was noted.

**16. Items for Information:** It was noted that the football area in Rusthall, which is in Speldhurst Parish, has always been managed by TWBC but there may be a future expectation of expenditure. However, any handover would require notice.

The date of the budget setting finance meeting, which has been provisionally set for 28<sup>th</sup> October may need to be changed to Monday 11<sup>th</sup> November.

There being nothing further to discuss, the meeting closed at 8.55 pm.

Chairman