

EAST PECKHAM PARISH COUNCIL

The Parish Office, East Peckham Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent TN12 5BT

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Minutes of the Parish Council's Finance Committee held on Thursday 5th October 2023 at 7.00 p.m. in the Meeting / Committee Room at the Jubilee Hall, Pippin Road, East Peckham, TN12 5BT.

6th October 2023

M. Piscina

Parish Clerk

MINUTES

1. **Present / Apologies for absence**

Councillors M. Williams, M. Joannes, T. Eastwood, Parish Clerk
Apologies received from Councillor S. North

2. **Declarations of Interests and/or lobbying –**

None

3. **Minutes**

To approve the minutes of the meeting held on 16th February 2023, (not 22nd April 2023 as stated)
Proposed: M. Joannes, Seconded: T. Eastwood, All in favour

4. **Update of expenditure to date.**

The current expenditure to date was reviewed and discussed by cost-centre.
It was noted the Coronation Event spend should move under Summer Events
Potential small increase in staff costs due towards the end of the year once the national rate has been agreed / potential small increase in hours.

5. **Review signatories, access, and authorization for the following, agree to ring fencing money in a second Unity Trust Account or One of the others.**

5.1 Unity Trust - signatories to remain the same, but Michael Ferguson to be removed

5.2 Cambridge – M. Piscina, M. Joannes and T. Eastwood to be added, M. Ferguson to be removed

5.3 Nat West –

6. **Review of grants received, purpose and current spend**

M. Williams has been reviewing past grants received and verifying spend over the past few years.
Most recent include a KCC grant for a fridge for The Community Fridge £407.50, which was spent as agreed. Grant received for £1500 that was used for the Cost of Living Grant Scheme - £900 was used up to 1st September 2023. Clarification being sought to see if can re-run the scheme again in December or if must return the £600 not spent.

7. **Set up a Finance Fundraising Group.**

The aim is to set up a group for applying for funding to enable initiatives such as a pump track, a path around the playing fields, playground enhancements. T. Eastwood and M. Joannes expressed interest in attending any training sessions to help improve any submissions. It was resolved to put to Full Council to be approached for any further interest to create a working group and start on applications.

8. **Provide Solar Panel costings and review Electricity & Gas suppliers**

Total spend on installation was £20k... L. Seal provided a breakdown at the Climate Committee meeting held on 2nd October. It was resolved to request a copy of the information given out at the meeting to understand current amount exported vs imported and to compare this year's invoices vs last year to understand cost savings once registration has been accepted and export of energy has gone live.

9. **Review the External Auditors Report**

9.1 Agree to publish report

The External Auditors Report was reviewed and discussed. It was resolved to publish the report, along with the official notice of publication. Hard copies will be available upon request at a cost of £2 per copy.

Proposed: M. Joannes, Seconded: T. Eastwood, All in favour

9.2 Act on recommendations

The recommendations were noted and will continue to be implemented going forward.

10. **Propose future projects and allocate provisional costs**

Plan to identify potential projects, gain costings and then feed to the new potential Funding applications working group. M. Joannes is keen to hold a survey of residents over 4-6 weeks to gain residents suggestions of what facilities they would like to see provided and start to scope a plan.

The potential public toilets at the JH are very much needed. It was resolved to add the works to the 2024/25 budget and works list. A budget of £12k was agreed for the works.

Proposed: T. Eastwood, Seconded: M. Joannes, All in Favour

- Pump track – provisional budget of £100k, set for 2025-26
- Path around the playing fields - provisional budget of £100k, set for 2025-26
- Playgrounds need updating – provisionally set for 2025-26
- It was resolved to upgrade the tennis courts in due course, timeline 2026-27
- It was also identified that the Multi-use games area will need cleaning, both the court and the frame in 2023-24, subject to money available
- Blinds in the Jubilee Hall – it was resolved to get quotes for a film for the top windows to reduce sun glare and put to Full Council, schedule for 2023-24

Proposed: T. Eastwood, Seconded: M. Joannes, All in favour

M. Joannes proposed setting up raised beds at the allotment for disabled use / those who are unable to bend over. Costs suggested for 2 initial beds set at £2,500

Proposed: M. Joannes, Seconded T. Eastwood, All in favour

11. **Items for discussion at next meeting**

Potential additions to cost codes for 2023/24

12. **Next meeting date** – 14th December 2023 at 7pm