

---

PRESENT

Mrs J Newman (Chairman), Mrs M Brinsley, Mr B Fitzpatrick (Vice Chairman), Dr M Robertson, Mr P Whittle,

ADDITIONAL CIRCULATION

All other Members, Mr G Bland, Mrs. B Palmer, Mr. N Gray, Mr. S Holden

- 
1. Adjournment for public speaking.
    - 1.1 No public speakers
  2. Apologies for absence
    - 2.1 Mr P. Jones was not present.
  3. Declaration of interests
    - 3.1 None
  4. Approval of minutes of previous meeting.
    - 4.1 It was unanimously agreed to approve the minutes of the meeting held on 17<sup>th</sup> July 2017.
  5. Matters arising.
    - 5.1 The Clerk reported that she was having difficulty ordering the debit card by phone or online and planned to visit the Lloyds Branch in Cranbrook to settle the matter.
  6. Matters for Further Discussion
    - 6.1 **Current Budget Review.**
      - The budget has now been running for 5.5 months. A full budget report and review was given by the Clerk and RFO, pinpointing a small number of small variances, as would be expected, but no areas of major concern.
    - 6.2 **Uncashed Receipts Report**
      - Members reviewed the report from the Deputy Clerk, showing that one item of concern remained the £471.10 owed by Hawkhurst Community Partnership from 2014. BF and MB explained that the organisation is close to being wound up at which point, it was planned to make a gift of anticipated underspend to HPC that would more than cover the outstanding amount.
    - 6.3 **Budget 2018/19**
      - It was agreed to hold an additional meeting in January for F&GP to forecast the year end only.
      - The whole draft 2018/19 budget was reviewed with some small re-allocations. JN suggested that the cost of 57 remaining LED lamps at £11,115 be covered by £5,000 in the budget and an anticipated year-end underspend on the 17/18 budget. The Clerk will re-work the budget with the meeting's suggestions and re-circulate it.
    - 6.4 **S.137 Grant Policy**
      - The Clerk explained that David Buckett (KALC Finance) had recommended a policy and application form for S137 grants that could sit on the HPC website, available for any group or party to read and make use of. There would then be 2 dates per year when all S.137 applications would be considered and decisions for fund allocation made. This would ensure funds were distributed in a fair and consistent and trackable way. Members were in agreement that the specimen policy and form should be badged up for HOPC and placed before Full Council in October.
    - 6.5 **S.106 List**
      - JN explained that following Stephen Baughen's advice to Full Council on 12<sup>th</sup> June to prepare a list of items suitable for S106 contributions to the village, she and the Clerk had taken the opportunity to meet with Lynda Middlemiss (TWBC Major Projects and Implementation Officer) during a visit to the Town Hall. She was extremely helpful in giving advice on the sorts of items that could be considered for a general S106 list and also on how that list might be applied when an application came forward, whether the application was supported or not. This was because if it was not supported but

granted anyway, it is imperative to seek maximum benefit for the community from the S106 available and not to lose out. In creating a general list, therefore, it should not have any one site in mind, but be a list of everything the Members can think of that would benefit residents of the village. The list must be properly costed. Members discussed potential items that could be costed for discussion at November F&GP:

ITEM	PRIORITY	CONTRIBUTION	ACTION COST
Community Hall and parking	Priority Item	Land and build or cash contribution	Hall Working Group
Public Car Parking – 100 spaces between a number of locations	Priority Item	Land and build or cash contribution	Agree with developer?
New changing rooms at KGV		Cash contribution	Buildings Committee
Adult Leisure – MUGA		Land and build or cash contribution	Land Committee
Adult Leisure – Outdoor gym		Land and build or cash contribution	Land Committee
Children's recreation – Play equipment		Land and build or cash contribution	Land Committee
Children's recreation – Pump track		Land and build or cash contribution	Land Committee
Buses for worker and student/pupil journeys to Cranbrook, Etchingam, Staplehurst		Cash contribution	BF per Arriva
Footpath improvements linking to existing footpaths		Land and build or cash contribution	Agree with developer?
Cycle paths linking to existing paths/lanes		Land and build or cash contribution	Agree with developer?
Speed cameras	Priority Item	Cash contribution	JN
Enhanced medical facilities		Land and build or cash contribution	Agree with GPs and developer?

**7.** Councillors questions and comments

7.1 BF reported that East Sussex is closing many libraries. He has been reassured that there are no such plans in Kent.

7.2 The Clerk advised that a new Data Protection Bill was under discussion that would put onerous compliance obligations on small parish councils, but that NALC were monitoring the issue and would offer training if/when it passes into law.

**8.** Confidential:

8.1 None

**9.** Closure

9.1 The meeting closed at 21.12

**10.** Date and time of next meeting

10.1 The next F&GP meeting will be held on 20th November 2017 at 18.30.

Signed.....Date.....  
Mrs J Newman, Chairman F&GP Committee