

Parish Office

PRESENT

Mrs J Newman (Chairman), Mr B Fitzpatrick (Vice Chairman), Mr P. Jones, 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 None

3. Declaration of interests
 - 3.1 None

4. Approval of minutes of previous meeting.
 - 4.1 It was agreed to approve the minutes of the meeting held on 18th September 2017 with one abstension from PJ..

5. Matters arising.
 - 5.1 S106 update:
 - Community Hall – progressing through Hall Working Group.
 - Public Parking – a cost on this will vary. The White House agent and the Clerk discussed potential for that site on Highgate Hill. Clerk to chase.
 - KGV changing rooms – going forward with buildings committee who are planning an extraordinary meeting for it.
 - MUGA – Land have a ballpark cost, which goes to Full Council 11.12.17 for discussion. They will go back to the supplier for a fixed price quote.
 - Outdoor Gym – price known [£9890 for 6 pieces] so that can be used.
 - Childrens Rec play equipment – have examples so Land can get Sovereign to price up.
 - Pump Track – to be discussed by Land Committee.
 - Buses – BF was due to talk to Arriva. JN believes this should be left with the planners, put to the bottom of the list and wording added : Any contribution to buses must be for appropriately timed buses.
 - Footpaths – this will be dependent on the site.
 - Cycle Paths - this will be dependent on the site.
 - Speed Cameras – KCC seem resistant to quoting but £30K is a figure that has been used in the past.
 - Medical facilities – this will be site specific.

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 to seek fixed price quote.
Adult Leisure – Outdoor gym		Land and build or	HR: £9890

		cash contribution	Land Committee
Children's recreation – Play equipment		Land and build or cash contribution	Land Committee to seek quote from Sovereign
Children's recreation – Pump track		Land and build or cash contribution	Land Committee to look into
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 £30K?
Buses for worker and student/pupil journeys to Cranbrook, Etchingham, Staplehurst		Cash contribution. Any contribution to buses must be for appropriately timed buses.	BF per Arriva
Enhanced medical facilities		Land and build or cash contribution	Agree with GPs and developer?

6. Matters for Further Discussion

6.1 **Current Budget Review.**

- The budget has now been running for 7 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. It was noted that necessary additional cost of £1545 had been incurred in the Copt Hall refurbishment, which Buildings will seek to cover through other savings. A £2,000 grant agreed for Kino toilets open to the public has also been agreed (FCM 11.09.17 7.7) to be funded from Buildings Budget. The position will be again reviewed at F&GP 29.01.18 when any year-end surplus will be evaluated and allocation recommended. It is not anticipated that there is any risk of an overall budget shortfall. The Clerk will investigate the timing of an NDP late invoice dropping into May/June. The Clerk will also make sure HPC's electricity use certificate is updated to show the new LEDs to obtain the appropriate electricity saving.

6.2 **Uncashed Receipts Report**

- Members reviewed the report from the Deputy Clerk and the recent receipts from More4Kidz was highlighted. It shows there is some chasing to be done. The Clerk and Deputy Clerk will liaise on this.

6.3 **Budget 2018/19**

- Buildings wished to add £2.5K to 138 Capital Works SL, leaving £3615 to be taken from any year-end surplus. All agreed.
- Clerk to add in codes for: electricity cost savings from LEDS and maintenance cost savings from LEDS in order to track their repayment back to reserves.
- Clerk to check KCC Landscape quote against budget and ensure even after deletions, budget provides for full cost. Clerk will add into budget if needed.
- MR agreed to all Land Cttee Budget codes.
- BF agreed to all Buildings Cttee Budget Codes (once extra 2.5K Code 138 agreed).
- News of More4Kidz plans to quit the Sports Hall and hire on need caused a review of the income forecast, which was downgraded from 3.5K to 1.5K.
- It was agreed to add £700 to code 163 Capital Items ADM to provide for a 43" screen for the scrutiny of paperless planning applications.
- Code 180 will become Population Survey under new cost centre Information Services with a provision of £2.5K for printing and postage of leaflets for residents eg: for or against planning issues etc.
- A car parking cost centre will be made.
- Car park maintenance was increased to £1.5K
- Car park insurance will be moved to Insurance Cost Centre
- Clerk will check additional insurance cost for car park.
- Youth funding was reduced by £1300 to £1200 as KCC now pay RBL rent.
- Costs were added of £1500 to 254 Consultancy Fees NDP and £200 to 255 Printing Costs NDP in anticipation of the July annual NDP review in case advice is needed

from Fera.

- A new GDPR code will be added within ADMIN with a provision of £1000 to cover the cost of a DPO. TWBC is offering £30K for a DPO and perhaps if parishes contribute the DPO can act for them too.
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- Clerk will re-work and re-issue the budget to F&GP so a final version can be recommended to January FCM.

7. Councillors questions and comments

7.1 None

8. Confidential:

8.1 None

9. Closure

9.1 The meeting closed at 20.22

10. Date and time of next meeting

10.1 The next F&GP meeting will be held on 29th January 2018 at 18.30.

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