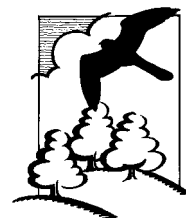


# HAWKHURST PARISH COUNCIL

## FACILITIES and SERVICES COMMITTEE



### MINUTES 27<sup>th</sup> August 2019

**Present:** Cllr B Fitzpatrick, (Chairman) Cllr P Whittle, Cllr Hunt and Cllr Cory.

1. **ADJOURNMENT FOR PUBLIC SPEAKING** - NA
2. **APOLOGIES FOR ABSENCE:** Cllr Jones ill, Cllr Appelbe absent
3. **DECLARATION OF INTERESTS:** *To receive notice of personal interests, whether of a prejudicial nature or otherwise, in respect of items on this agenda, in accordance with the Council's Code of Conduct. NA*
4. **MINUTES OF PREVIOUS MEETING** – The minutes of the July 2019 proposed by Cllr Fitzpatrick and seconded by Cllr Whittle – agreed unanimously
5. **BUDGET SETTING a) Process**

The Clerk outline the budget process for 2010/21 budget. FAS committee to consider today and then review September meeting.

The initial FAS draft budget 2020/21 to go to Council in October – confidential item

Council chairman and chairs of FAS and SAP to meet Clerk and RFO to review whole budget

FAS to review once more in late October 2019

FAS budget to Council November meeting as part of whole Council budget

In addition, if any Councillor wants to bring forward an idea project then need to use the budget form – attached

Cllr Fitzpatrick proposed and Cllr Whittle seconded agreement of budget setting process – agreed unanimously

#### b) FAS Budget

The Clerk led a discuss on the current FAS budget and committee agreed to the following

- Staffing costs to be transferred to Council administration – SAP committee budget
- Fees already agreed – clerk review income
- General 3% increase on contracts
- Increase Playground equipment from £5,000 to £10,000 due to increase in costs of equipment

- Propose sinking fund – for long term refurbishment of open space and facilities

Clerk to amend as discussed and circulate for next meeting.

6. **FAS ACTION PLAN** – updated attached

7. **QUESTIONS AND COMMENTS FROM COUNCILLORS:**

Cllr Fitzpatrick – asked about the Cemetery report – Draft report to Committee September

Cllr Fitzpatrick – asked for a report on the MUGA – Report to next Committee

Cllr Hunt – asked if we could give notice on field adjacent to Cemetery, part of the Cemetery report.

8. **CLOSURE:**

Richard Griffiths, Parish Clerk