

MINUTES OF THE POLICY & RESOURCES DEVELOPMENT COMMITTEE MEETING
HELD ON TUESDAY 9TH JANUARY 2018

PRESENT: Cllr. Goodchild (in the Chair), Cllrs. Bunyan, Fairweather, Fletcher, Swann, Veitch and Warne.

APOLOGIES: Cllr. Clifford.

Declaration of Interests, Dispensations, Predetermination or Lobbying:

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to the Clerk.

80/17: Internal Finance Check:

Cllr. Swann confirmed that the internal finance check had been completed and everything was in order. The Clerk advised that we had received the interim audit report from KCC and the minor issues identified, had already been addressed.

81/17: Authorisation of payment made after the December meeting:

A list of payments made after the December meeting is filed with these minutes.

82/17: Authorisation of transfer of monies between accounts:

A list of transfers made between accounts to minimise account charges and maximise interest is filed with these minutes.

83/17: Cheques presented for payment:

Cheques for December were signed for payment as per the list filed with these minutes. It was proposed by Cllr. Goodchild, seconded by Cllr. Fairweather and agreed to authorise payment of the cheques as presented.

These included:

Policy and Resources	£8,776.48
Burial and Properties	£8,186.06
Environmental Management	£4,912.11
General Funding	<u>£ 116.10</u>
Total	£21,990.75

84/17: Banking arrangements:

Cllr. Swann updated Members that all new accounts had all been either opened, or closed as previously resolved.

85/17: Precept Demand:

Cllr. Swann reported on the figures and calculations for the precept demand that will be sought for approval at the Full Council meeting on Thursday. There were increases totalling £18,100, however due to savings and adjustments made, the overall increase would be £8,000 which relates to an increase of just £1.45 per year on a Band D property.

86/17: Responsibilities as sole trustees of Charitable Trusts:

Cllr. Veitch reported that the advice sought on our processes and procedures, from solicitor Ian Davison had been received and she would be scheduling some time with Cllr. Swann and the Clerks to discuss the options.

87/17: Staffing:

Members were advised of the hours in lieu accrued by the Clerks, it was agreed to look into an overtime payment if the hours could not be used by the end of the financial year. Both Clerks would do their utmost to use any hours owed to avoid any additional cost.

88/17: Contracts:

The Clerk advised that work on revising the Parish Warden's contract was ongoing.

89/17: Grant applications:

No applications had been received. Cllr. Veitch reminded Members that Cranbrook in Bloom had been advised that Members would be keen to consider a further application from them. The Deputy Clerk agreed to email Linda Page to clarify the timescales for submitting a new application prior to the end of this financial year.

90/17: Promotion of Parish Council:

Cllr. Veitch stated that the December edition had been well received and she congratulated the team on its continued success. Cllr. Warne advised that copy for the March edition needed to be submitted by 29th January.

91/17: Items for information:

Cllr. Veitch advised that the visual survey on the condition of the Regal Car Park previously agreed, was scheduled for Sunday 28th January.

Cllr. Fairweather advised that he had attended an event at The Queen's Hall Theatre as part of Cranbrook's School 500th anniversary celebrations. It was a talk on "Is our Tax System fair?" by Rob Joyce – Associate Director at the Institute for Fiscal Studies and old Cranbrookian. A series of talks are scheduled for the first Monday of each month, the next is on the career path of the late Piers Sellers, former astronaut and climate change scientist.