

Committee, Group or Sub Group	
FINANCE & STRATEGY GROUP	
Meeting Date & Venue	
09.30 Thursday 6 th December 2018, Parish Office, Staplehurst Village Centre	
Report Author	
Mick Westwood – Parish Clerk	
Report	
<p>Present: Councillors Tom Burnham (TB), Paul Kelly (PK), Cllr Rory Silkin (RS) and Mick Westwood (MW), Parish Clerk.</p> <ol style="list-style-type: none"> 1. Apologies: Councillors Sam Lain-Rose (SL-R), John Perry (JP) and Paddy Riordan (PR). Deborah Jenkins (DJ), Deputy Clerk & Finance Officer 2. Minutes of last meeting (25/10/2018): it was NOTED that they had previously been issued to Full Council and published on the PC website. 3. Draft Budget 2019-2020: it was NOTED that following the last Group meeting, some budget scenarios had been developed and a draft proposal had been submitted to Full Council on 26th November (Min 1733). The draft had been issued for information and comment prior to consideration and sign-off of the final proposal in January. To date no comments had been received. Observations were made about related financial issues: <ol style="list-style-type: none"> a. Some newly identified/agreed 2018-19 expenditure would affect the current year's final position, e.g. Jubilee Field shutter repairs, street light maintenance; b. Section 106 agreements covering the three large development sites had been signed; construction progress should be monitored to identify when developer contributions became available; c. In a year's time, when drafting the budget for 2020-21, a repeat of the proposed 2019-20 budget deficit would eat further into reserves (unless alternative funding could be sourced, e.g. from grants or S106); d. In September 2019 consideration should be given to running a consultation exercise to help inform prioritisation of expenditure items. <p><u>ARISING FROM PREVIOUS MEETING:</u></p> <ol style="list-style-type: none"> 4. Youth Leader Project – SL-R update re: formal agreement to clarify Management and Maintenance issues of the building and land and a Service Level Agreement to establish the standards, principles and scope of the Youth Worker provision following meeting of TB, PK and MW 07/11/18. PK reported that the Youth Club trustees would be meeting before Christmas to discuss the first draft of the Management and Maintenance Agreement and SPC's letter of 31/10/18 relating to Youth Leader funding. TB and MW commented that SPC would be pleased to meet to discuss any questions or comments. 5. Jubilee Playing Field – Update re: JFMC 3-year Business Plan (including a strategy for mower breakdowns/servicing) and update/progress report on the completion of the Maintenance Agreement. It was NOTED that the Jubilee Field Management Committee would be meeting on 11/12/18. The Group would look to the report of the meeting to give a good idea of the status of the initiatives being explored by the Committee, which could help to inform SPC's understanding of the priorities for the future management of the Field. It was NOTED that a review of the ownership structure should feature in development of the future strategy. 	

6. **Bank Account** – It was NOTED that the purchase of Premium Bonds had been investigated, but it was only available to individuals. MW reported that DJ was looking into accounts similar to those agreed by Full Council (Min 1729) because some of the agreed accounts had proved to be available as a limited offer and had been withdrawn or replaced.
7. **Surrenden Playing Field & Nicholson Walk Freehold** – Update. JP had before the meeting advised that he would be speaking to MBC about the possibility of a 125-year lease at a peppercorn rent with minimal conditions. *Note: post-meeting JP confirmed that he had done so and the possibility appeared to be acceptable. Full Council will need to agree any formal arrangement.*

OTHER BUSINESS

8. **Footpath KM312** – MW reported that he had sought an update on the status of the documentation for transfer of the land from Carillion to SPC, since solicitors acting for Carillion had been preparing the documentation in October. MW reported that SPC's solicitors had not received any documents and he had followed up directly with Carillion's solicitors (response awaited).
9. **Date of Next Meeting** – 10th January 2019, 09.30, Parish Office.