

STAPLEHURST PARISH COUNCIL

Committee, Group or Sub Group	
FINANCE GROUP	
Meeting Date & Venue	
31 st January 2013 in the Parish Office	
Report Author	
Responsible Finance Officer – Sue Bassett	
Report	
<p><u>Present</u> - Councillors Tom Burnham, Paul Kelly and Simon Green. Chairman John Perry and the RFO.</p> <p><u>Apologies</u> – Councillors John Reardon and Paul Butcher.</p> <p><u>Postal Franking Machine</u> – The RFO's report and recommendation regarding a postal franking machine was noted. Agreed to accept the recommendation to retain postal stamp usage.</p> <p><u>Budget and Precept for 2013/2014</u> – Councillors discussed the sixth draft budget and precept calculation. After discussion regarding the proposed Neighbourhood Plan, Councillors recommended adding £12,000 to the budget head for the Rural Settlement Group. This sum to be provided by £5,000 from the General Reserve and £7,000 added to the precept requirement. This was expected to result in a net precept requirement of £99,800. RFO to update the draft and circulate the seventh draft budget for consideration by Full Council on 4th February 2013.</p> <p><u>Any other business</u> – The RFO raised the following issues for consideration:-</p> <ol style="list-style-type: none"><u>Subscriptions</u> – The Journal of Local Planning was due for renewal at £50 p.a. Recommended that the RFO to ask John Kelly and continue subscription if this Journal was still considered useful.<u>Insurance Renewal</u> – Agreed that a quote should be obtained from Zurich and Came & Co.<u>Fixed Asset Register</u> – A review had been undertaken by the RFO but professional advice was needed regarding building costs. Agreed the RFO should research costs of appointing a surveyor to carry out an Insurance Valuation of Council buildings.<u>Banking Review</u> – The RFO hoped to report shortly but was waiting to hear back from NatWest Business Manager before reaching recommendations for consideration.<u>Funding for Playing Field Works</u> – The RFO gave details of the Sport England Protecting Playing Fields fund to Councillor Burnham for information. He confirmed that he was still chasing quotes for the proposed drainage scheme. <p>The meeting closed at 5 p.m.</p>	
Date & Venue of next meeting	
TBA	