

Ash-cum-Ridley Parish Council
Minutes of a meeting of the Finance Committee held at Ash Green Sports
Centre on Tuesday 27 July 2021 commencing at 7pm

Present: Cllr Mrs Brammer
Cllr S Fishenden
Cllr P Nightingale

In attendance: Mrs A de Jager, Parish Clerk
Ms K Law, Assistant Clerk/Finance Officer

1. Election of Chairman

Cllr Mrs Brammer PROPOSED that Cllr V Ngwenya is elected Chairman for the municipal year 2021/22 SECONDED: Cllr P Nightingale and AGREED.

2. Apologies for Absence

Cllr M Manley (work). The apology and reason for absence was accepted.

3. Declaration of Interest

None

4. Minutes of Previous Meeting

The minutes of the meeting of 27 April 2021 were agreed and signed .

5. Parish Council

5.1 The Finance Officer advised that 50% of the precept has been received giving a surplus of £28,088, giving approximately four times running costs. The Burial Ground Committee have decided to retain the Burial Ground Reserve. Members were taken through the budget headings noting that there has been an underspend on grants as we have received fewer requests. Telephone costs are over budget as we are waiting for a credit not from BT. The telephone system needs to be upgraded and advise will be sought from Cllr V Ngwenya. The software licences are also overbudget as a credit is expected from Microsoft. The extraction fans have been replaced in both the ladies and gents toilets have been replaced and will come out of the refurbishment budget. The income for Burial Ground is from interments in the Memorial Garden. The Lunch Club continues with a take-away provision and will resume sit-in lunches on 5 August 2021. Youth Provision – the Parish Council has commission two Fun Days on the Minnis at a cost of £2,000.00 and Sevenoaks District Council is providing one Fun Day at no cost. Hall hire is being paid for both the 8 – 12's Club and to hold the evening of the Senior Youth Club. The payments were noted with explanations given for highlighted expenditure.

After consideration to the quotations for the repairs to the squash court roofs, Cllr Mrs Brammer PROPOSED that the quote in the amount of £7,800 from Meopham Roofing is accepted. SECONDED: Cllr P Nightingale and AGREED.

5.2 The current reconciled bank statements have been initialled by Cllr P Nightingale.

5.3 The Internal Audit Report for 2020/21 was RECEIVED and NOTED.

5.4 Cllr Mrs Brammer PROPOSED that Mr Lionel Robbins is appointed the internal auditor for the Parish Council and Ash Green Sports Centre. SECONDED: Cllr S Fishenden and AGREED. Cllr P Nightingale PROPOSED that the Scope of Audit is AGREED without amendment. SECONDED: Cllr S Fishenden and AGREED.

5.5 Cllr S Fishenden PROPOSED that the signatories to the bank accounts for the Parish Council, Sports Centre and the Business Charge Card remain unchanged. SECONDED: Cllr P Nightingale and AGREED.

6. Sports Centre

6.1 Current financial position – The Sports Centre is showing a deficit of £4,091. We have approximately four times running costs and have not drawn any funds from the Parish Council, however, the Sports Centre is moving into its quiet time and funds will be drawn from the grant as required. Membership has increased from 64 to 153 with 41 new memberships. 9 members pay by standing order, the remainder pay monthly by card or cash. The finances will continue to be monitored monthly. Bank interest – the £50 reflected is compensation due to a complaint. Badminton use has increased and squash has been slow to restart. Members were taken through the payments noting the highlighted items.

6.2 The current reconciled bank statements have been initialled by Cllr P Nightingale.

6.3 It was AGREED that the review of the Support Grant from the Parish Council will be moved to the October meeting.

7. Dates of Future Meetings

The date of the next meetings of the Finance Committee was set for Tuesday 19/10/21

The meeting closed at 8.06pm

Signed: Date:
Chairman