

Ash-cum-Ridley Parish Council
Minutes of a meeting of the Finance Committee held at Ash Green Sports
Centre on Tuesday 26 July 2022 commencing at 7pm

Present: Cllr V Ngwenya
Cllr Mrs Brammer
Cllr S Fishenden

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 2022/23 municipal year. SECONDED: Cllr S Fishenden and AGREED.

2. Apologies for Absence

Cllr M Brown and Cllr M Manley.

3. Declaration of Interest

None.

4. Minutes of Previous Meeting

The minutes of the meeting of 12 May 2022 were agreed with the amendment of 4.8 with the addition of In the amount of £2,810.00 plus VAT. to the accepted quotation and signed.

5. Parish Council

5.1 Current financial position – the Finance Officer took members through the reports noting that we are sitting at 4.5 times monthly running costs. We are still waiting for the Trustees of the Youth & Community Centre to agree to Kent County Council running a weekly senior youth club and so there have been no charges against the Youth Reserves. An approximate costing for the Summer Scheme is £4,700.00 with £500.00 being donated by the Pavilion and New Ash Green Village Association and £150.00 from New Ash Green Co-op. Members were taken through expenditure against budget noting that the administration charges are overbudget as the services of an HR Consultant were required. Room hire is overbudget as an additional payment was made to Hodsoll Street Village Hall. Software has increased due to the purchase of a zoom licence. The refurbishment budget is over due to the conversion of lights to LED. 50% of the grant to the Sports Centre has been paid.
The Payments and Receipts were NOTED.

5.2 The current reconciled bank statements were initialled by Cllr S Fishenden.

5.3. Cllr S Fishenden PROPOSED that Lionel Robbins is appointed Internal Auditor for the 2022/23 financial year. SECONDED Cllr Mrs Brammer and AGREED.

- 5.4 The final report from the Internal Auditor for 2021/22 was RECEIVED and NOTED.
- 5.5 Cllr S Fishenden and the Clerk will meet to draw up a specification for quotations for the 2023/24 financial year.
- 5.6 The proposal from BT to provide non-sharing broadband for the Parish Council and Sports Centre at a cost of £280.00 per month for a 60 month contract was discussed. Cllr V Ngwenya PROPOSED that alternative quotations are sought and brought to the next meeting. SECONDED: Cllr S Fishenden and AGREED.
- 5.7 Cllr V Ngwenya PROPOSED that the signatories to the bank accounts for the Parish Council, Sports Centre and the Business Charge Card remain unchanged. SECONDED Cllr Mrs Brammer and AGREED.

6. Sports Centre

- 6.1 Current financial position – The Sports Centre is showing a deficit of £4,696 which includes £7,500 grant from the Parish Council. This is as anticipated in the budget. Payment for the Sportsoft software needs to be made. First Aid training for staff will take place on 30 September 2022. Stationery is above budget due to promotional flyers. The school have advised that they are entering into a new contract and an substantial increase is expected. The Parish Council will pay one third of the utility costs. Income from classes has dropped due to the Jubilee weekend, COVID and the heatwave. Racket sports have also been impacted by the above. Classes will be on a reduced schedule for the month of August as this is a quiet month and will give the instructors a break. It is hoped that the Summer Sports Scheme will bring more use to the Centre. The payments were NOTED.
- 6.2 The current reconciled bank statements were initialled by Cllr S Fishenden.
- 6.3 Cllr S Fishenden PROPOSED that the level of the Support Grant from the Parish Council remains at £15,000.00 for the year 2022/23. SECONDED: Cllr V Ngwenya and AGREED.

7. Date of Next Meeting

The date of the next meeting of the Finance Committee will be circulated to members for confirmation.

The meeting closed at 8.01pm

Signed: Date:
Chairman