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Parish Council

Minutes of a meeting of the Finance & General Purposes Committee held at 3pm on Friday 21st September 2018 at the community room, Foxacre, Town End Close

Present: Cllrs Botten, Darlow, Orrick, Webster (part meeting)

In attendance: Helen Broughton, Responsible Financial Officer

Part 1

F 025 Apologies for absence

Apologies for absence had been received and were accepted from Cllr Burningham.

F 026 Declarations of interest arising from the agenda

Councillor Orrick declared a non-pecuniary interest in item 6i, the nature of his interest being a member of the Festival Committee.

F 027 Matters arising from the last meeting, for information only

There were no matters arising from the minutes of the last meeting.

F 028 Accounts

RESOLVED: To approve the Chairman's signature to bank statements and reconciliations as at the months' end for August 2018 (appendix 1)

F 029 Payments / banking

RESOLVED: to approve the schedule of payments

F 030 Grants

The committee considered the following grants:

- i. WW1 commemoration at Westway Common
RESOLVED: to approve a grant of £200 towards the Oxted brass band.
- ii. Individual to attend the World Scout Jamboree / Douglas Brunton Centre

As individual grants are not included in the grants policy it was proposed to give a grant of up to £410 for postage, sundries and an ex-gratia payment for volunteer labour towards a survey of the Douglas Brunton membership.

RESOLVED: that a grant of £410 be given to the Douglas Brunton Centre as above.

iii. CR3 Neighbourhood Plan

RECOMMEND: that a grant of £5,640 be awarded to the CR3 Neighbourhood Plan for a professional consultant and that the grants budget for 2018/19 be amended accordingly.

F 031 Schedule of meetings

RECOMMEND: the draft schedule of meetings for 2018/19 (appendix 2)

F 032 Library

RESOLVED: that a meeting with Warlingham library staff be arranged.

F 033 Douglas Brunton Centre

Cllr Webster reported that he had drafted a questionnaire to be sent to the DBC membership. Assistance would be required to analyse the data.

F 034 Action list

RESOLVED: to note actions outstanding and completed from previous meetings.

Cllr Webster left the meeting

**Draft minutes of a meeting of the Finance & General Purposes Committee
held at 3pm on Friday 21st September 2018
at the community room, Foxacre, Town End Close.**

***Present:** Cllrs Botten, Darlow, Orrick*

***In attendance:** Helen Broughton, Responsible Financial Officer*

Part 2

F 035 Councillor non -attendance

Councillor Hooper's office had been automatically vacated due to non-attendance under section 85 of the 1972 Act. A notice of vacancy for the Queen's Park Ward would be placed on the Parish Council website and sent to TDC. A letter informing Cllr Hooper would be sent.

F 036 Staff matters

The Parish Warden's annual review was due in the Autumn.

RESOLVED: that a date for the Parish Warden's annual review be arranged by the Clerk.