



Maresfield Parish Council

REPRESENTING THE VILLAGES OF MARESFIELD, NUTLEY & FAIRWARP

Minutes of the Finance & Administration Committee meeting held on Tuesday 8th October 2024 at 10am in the Parish Office, Nutley

Present: Cllr M Craddock (Chair), Cllr R Hunter, Cllr T Lewin, Cllr Dr B Smith and
Mrs N O'Hanlon (Clerk)

1. **Public Session.** None.
2. **Apologies for absence.** None.
3. **Declarations of interest.** Cllr Smith is a Trustee of Nutley Primary School.
4. **Adoption of the minutes of the Meeting held on 4th June 2024.** It was unanimously **Agreed to Adopt** the minutes as circulated with the meeting papers.
5. **Review of months 2/3/4/5 2024 Receipts and Payments and Bank Reconciliations.**
Noted.
6. **Grants/Donations – Bids for Parish Council funding 2025/26.** The grant applications were discussed with additional information to be requested for a few. Final decisions to be made at the next meeting.
7. **Current year forecasts 2024/2025 and new Budget/Precept 2025/2026.** It was agreed that the Chairman and the Clerk would carry out preliminary work on the 2025/26 budget and precept and present figures to be discussed fully at the next meeting.
8. **To note External Auditors completion of AGAR return for year ended 31st March '24.**
It was noted that the External Auditors had signed off our accounts with no matters raised.
9. **Internal Auditor – Terms of Engagement.** The Chair proposed that Mike Platten of April Skies is reappointed as our internal auditor. This was seconded by Cllr Hunter and **Agreed** unanimously.
10. **Agree to Sign Indemnity Agreement for Site A S106 monies.** The Chair proposed that the agreement is signed as directed by Wealden District Council, by two Councillors and the Clerk, inline with the resolution passed by the Parish Council at its meeting on 19-03-24 (Agenda item 4101.1.vi). This was seconded by Cllr Lewin and **Agreed** unanimously.
11. **Review current status of CIL monies.** The Committee discussed the potential demands for CIL money, as far as they are known at the moment;
 - 1) Adult exercise equipment – for two separate areas - £20k
 - 2) Additional surface for Fords Green play area —
Options: Wood chip - £2k Bonded rubber - £15k
 - 3) MRG parking proposal – Estimated cost not yet known.
12. **Discuss new bank and/or savings account for S106 monies.** It is a requirement of the Indemnity agreement that the S106 monies relating to the on-going maintenance of Site A, is held in a separate bank account that is interest bearing.



Maresfield Parish Council

REPRESENTING THE VILLAGES OF MARESFIELD, NUTLEY & FAIRWARP

The Clerk presented information on 3 financial institutions that offer suitable accounts to Parish Councils, all of which are regulated by the FCA. All offered similar rates of AER interest with varying notice required for withdrawing money.

The Chair proposed we open an Easy Access Savings account with the Hampshire Trust Bank that currently offers 4.37% AER with no notice required for withdrawals.

This was seconded by Cllr Lewin and **Agreed** unanimously.

13. Consider giving feedback to WDC on the current Allowances for District, Parish and Town Councillors scheme.

The Committee feel that the current, Group 1, allowance that is available to Parish Councillors is an insult as it is so low. The Clerk was asked to respond to WDC with the Committees feelings that the PC allowance should either be scrapped or be pitched at a worthwhile level.

14. Consider and agree the Fields in Trust fee for the MRG proposed parking scheme.

The Chair proposed that the fee of £400 + Vat should be paid to Fields in Trust for their work in considering and agreeing to the change of use request for MRG.

This was seconded by Cllr Smith and **Agreed** unanimously.

15. Consider and agree obtaining an additional Keeper, password management, licence.

Cllr Smith proposed that a second 'Keeper' licence be obtained, for a cost of £3.40 per month, to enable the Clerk and Clerical Assistant to use the software independently of each other.

This was seconded by Cllr Hunter and **Agreed** unanimously.

16. Matters arising from the meeting for public communication. None.

17. Correspondence. None.

18. Date of next meeting – Tuesday 5th November 2024.

There being no further business the meeting closed at 11.55