

**DRAFT**

**BIDDENDEN PARISH COUNCIL**

**UNAPPROVED Minutes of the Finance Committee Meeting held on  
Thursday 7 June 2012 in the New Hall, Biddenden at 8.00 pm**

Present: Cllr H Ruse (Chair) Cllr P Harris  
Cllr D Boulding Cllr J Tydeman  
Cllr E Cansdale  
  
Cllr C Friend  
Mrs A Swannick (Clerk)

No parishioners attended.

**1. Chairman's Opening Remarks**

Cllr Ruse welcomed everyone to the meeting. Councillors were invited to nominate a Chairman of the Finance Committee for the coming year. There was only one nomination, Cllr Ruse proposed by Cllr D Boulding and seconded by Cllr E Cansdale. **Unanimous.** Cllr Ruse was thereby elected Chair for 2012/13.

**2. Apologies for absence**

Apologies were received from Cllr T Lupton.

**3. Minutes of the Finance Committee Meeting held on 27 March 2012**

There being no amendments from the floor, the minutes were declared a true and proper record of the meeting. Proposed by: Cllr E Cansdale Seconded by: Cllr J Tydeman. **Agreed** (Cllr Harris did not vote as she had not been present at the meeting)

**4. Banking Arrangements**

**IT WAS RESOLVED** that it be recommended to the Parish Council that a sum of £30,000 be invested in a higher interest bearing account for a limited amount of time. Cllrs Ruse and Tydeman were asked to look at appropriate accounts. Proposed by: Cllr E Cansdale Seconded by: Cllr P Harris **Unanimous**

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**5. Annual Return and Accounts**

The Committee considered Section 2 – Annual governance statement and answered the following questions as follows

- |        |        |
|--------|--------|
| 1. Yes | 2. Yes |
| 3. Yes | 4. Yes |
| 5. Yes | 6. Yes |
| 7. Yes | 8. Yes |
| 9. NA  |        |

The management letter and analysis from the Internal Auditor were noted.

**IT WAS RESOLVED** to recommend that the Council accept the above answers as correct and authorise the Clerk and Chairman to sign the Annual Return.

Proposed by: Cllr P Harris    Seconded by: Cllr E Cansdale. **Unanimous.**

**6. Asset Register**

**IT WAS RESOLVED** that it be recommended that the revised values be used to update the insurance subject to agreed amendments being made and that the Council adopt the revised document. Proposed by: Cllr J Tydeman    Seconded by: Cllr D Boulding. **Unanimous.**

**7. Litter Bins**

**IT WAS RESOLVED** to recommend to the Council that one new litter bin at a cost of £304 be purchased for outside the Village Hall and that the black bin currently sited on the Millennium Field be re-sited on the Gordon Jones Playing Field as it was rarely used in its current location. Proposed by: Cllr E Cansdale  
Seconded by: Cllr D Boulding. **Unanimous.**

**8. To consider the Post Office Lease renewal**

a) **IT WAS RESOLVED** to recommend to the Council that a new lease be drafted with an initial annual rental figure of £3,500. This rental is inclusive of the supply of water. Electricity bills should be charged at 50% plus VAT. The proportion that the Post Office pays towards electricity should be reviewed annually subject to metered usage. Proposed by: Cllr D Boulding  
Seconded by: Cllr J Tydeman. **Unanimous**

**9. Items for future consideration**

There were no items for future consideration.

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**10. Close of meeting**

The meeting closed at 21.30.

Alison Swannick 07783 223450  
Parish Clerk

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