



Minutes of the meeting of
Mayfield and Five Ashes Parish Council
**Finance & General Purposes
Executive Committee**

Venue Old Manor House
Date Monday 23 October 2017
Time 19:30

F23OCT17
2017/18 Meeting 03
Adopted

Minutes

Chairman: Councillor Chris Lilly

Councillors present and voting:

Chris Lilly, Deveda Redman, Robert Fitzsimmons, Jerry Watkiss, Rosemary Neal and Gill Weavers.

Also present: Janna Todd, Parish Clerk.

Public Questions

- There were no public questions.

1. Apologies

- 1.1. Apologies for absence were accepted from Cllr Wheeler.

2. Declarations of interests by members on agenda items

- 2.1. Cllr Watkiss and Cllr Redman declared a prejudicial interest in agenda item 6.1, the grant request from The Company CIO.

3. Minutes of the meeting 25 September 2017 (previously adopted)

- 3.1. The minutes were adopted at the Full Parish Council meeting on 09 October 2017.
- 3.2. The actions in progress were reviewed and updated.

Matters arising from the minutes

- 3.3. Enquiries into the history of the use of land at Court Meadow will be made with a former councillor before the letter to Fields in Trust is drafted.

4. Finance Report for 1 – 30 September 2017 (previously circulated)

- 4.1. The Finance Report was reviewed.
- 4.2. The Committee authorised expenditure for September 2017.
- 4.3. The Chairman signed the bank reconciliations to 30 September 2017.
- 4.4. There were no matters arising from the Financial Report.

5. Proposed closure of Mayfield Library (information previously circulated)

- 5.1. The Committee was provided with an update from the meeting with East Sussex County Council's Head of Library Services
- 5.2. ESCC currently lease the library premises for £4,400 per annum which is payable to Mayfield Primary School.
- 5.3. Concern has been raised that there are inadequate facilities for library staff that may need to be addressed should the library remain in its current location.

- 5.4. It could be possible to acquire a leasehold for library premises in a retail unit on Mayfield High Street however this is prohibitively expensive and would have a significant impact on future budgets.
- 5.5. It is hoped that the opening hours may be extended to include some mornings to increase footfall.
- 5.6. The next stage is to discuss the possible renewal of lease for the existing library premises with Mayfield Primary School. A meeting is being arranged for the 13 November.
- 5.7. The Head of Library Services recommended a visit Eastbourne's Old Town Library which is a solely community led venture.
- 5.8. A summary of possible options to keep the library open has been included in the November edition of the Mayfield and Five Ashes Newsletter.

6. 2018/19 Grant Applications (information previously circulated)

- 6.1. The following grants for 2018/19 were approved by the Committee:

Mayfield Bonfire Society	£500
Five Ashes Village Hall	£500
MAYFACS	£500
The Samaritans (Tunbridge Wells & District)	£150
The Company CIO	£500
Primary School prizes	£100

- 6.2. Cllr Watkiss and Cllr Redman did not partake in any discussion or voting for the grant application from The Company CIO.

7. Consideration of the 2018/19 Budget (information previously circulated)

- 7.1. The draft 2018/19 Budget v3.4 was reviewed and proposed projects for 2018/19 were considered and agreed by the Committee.
- 7.2. The Mayfield playground upgrade will have to be delayed if the £46K Section 106 money for the Love Lane development is not paid during the next financial year.
- 7.3. There was a discussion on the possibility of raising the precept after which it was unanimously agreed that the precept should remain at £107,089 for 2018/19.
- 7.4. The agreed budget will be presented to full council for consideration at the November 2017 meeting, Councillors will be reminded that they are responsible for the annual budget and precept setting and must ensure it is reviewed sufficiently in preparation for the meeting.

8. Items from the Clerk

- 8.1. Enquiries will be made into remedial works for the flowerbed adjacent to the overflow car park to prevent the encroachment of weeds. **Action JT**
- 8.2. An attempt is being made to upgrade the office telecoms package with BT however they are incorrectly assuming that the Parish Council's account is part of a corporate account held by Mayfield Girl's School which is complicating the process. They have also informed that faster broadband is not available for the telephone line. If their level of service is unacceptable a different provider will be sought.

9. Items of information and next agenda items

- 9.1. An enquiry has been made to Cllr Redman on what steps the Parish Council is taking concerning the closure of Rotherfield Surgery. The Committee agreed that it is not a Parish Council matter as when a practice decides to close a surgery it is between themselves and the Clinical Commissions Group.
- 9.2. Information on the closure of the practice has been included in the next Mayfield and Five Ashes Newsletter and the practice has informed registered patients by text.

The meeting closed at 20:37

The next meeting of the Finance & General Purposes Committee will be:

Venue: The Old Manor House
Date: Monday 27 November 2017
Time: 19:30 Hours

.....Chairman's Signature

.....Date

Annex 1 - Actions progress:

Actions from meeting 24 October 2016			
3.6	Install recognition plaque for village sign (Awaiting final repairs)	JT	On hold
Actions from meeting 28 November 2016			
9.1	Investigate solar powered SIDs (Awaiting ESCC authorisation)	JT	On hold
Actions from meeting 24APR17			
10.5	Add fixing utilities contracts to Financial Policies & Procedures	JT	Open
Actions from meeting 26 June 2017			
4.5	Installation costs for cycle sign to local services (Awaiting ESCC reply)	JT	In hand
8.4	Apply for a Santander Account for community funds	JT	In hand
11.5	Determine costs to install additional bench in Court Meadow	JT	In hand
Actions from meeting 25 September 2017			
5.4	Contact FIT to determine if the brownfield site can have new structures	JT	In hand
6.5	Transfer £1,155 from Accruals to Barclays for toilet maintenance	JT	Closed
6.7	Transfer £156.42 from the Accruals account to the current account	JT	Closed
8.3	Inform Conservators of Ashdown Forest that funding has been refused	JT	Closed
9.3	Determine whether Parish Councils can cut hedgerows back	JT	Open
9.5	Make enquiries into suitable premises for a community run library	JT	Closed
10.1	Authorise the replacement of streetlight 84 on Wellbrook Hill	JT	Closed
12.1	Authorise repairs to the High Street bus shelter roof	JT	Closed
13.1	Remind residents that free smoke alarms are available from ESFRS	JT	Closed
Actions from meeting 23 October 2017			
8.1	Enquiries in to prevention of weed encroachment on flowerbed	JT	Open