**Minutes of the Boxley Parish Council Finance and General Purposes Committee Meeting Held at Beechen Hall, Wildfell Close, Walderslade on Monday 18 September 2023** **at 7.30pm.**

**Councillors present:** P Dengate (acting Chairman), B Hinder, C Sheppard, I Davies, V Davies and Mrs D Baylis (Clerk).

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| 1. | **Election of Chairman**  This was deferred to later in the meeting and Cllr Paul Dengate as Vice-Chairman, chaired the meeting |
| 2. | **Apologies and non-Attendance**  Cllrs A Brindle, K Macklin and P Mclean sent apologies |
| 3. | **Declaration of Interests, Dispensations, Predetermination or Lobbying**  None. |
| 4. | **Motion to exclude the Press and Public from items in the Confidential Section.** |
|  | It was proposed by Cllr C Sheppard, seconded by Cllr V Davies and all agreed to move items 1, 7.4 and 7.5 to the confidential section and exclude the press and public. |
| 5. | **Minutes of the meetings of 17 July 2023**  The minutes of the meeting were agreed. |
|  | The minutes were agreed and signed |
| 6. | **Matters Arising from the Minutes** |
|  | Cllr I Davies raised the issue of the Long Term Investment Working Group. He requested that a meeting be held to look for long term investment of some of the Council EMR’s. The Clerk would look at some investment accounts that would allow Parish Council funds and call a meeting of the group.  Walderslade Woodlands. The Clerk was still waiting for the Deed of Variation to be signed by KCC. BPCs Kent County Councillor Sir Paul Carter was getting involved to see if he could help speed up the process. The money cannot be invested until this matter is resolved and BPC are losing a lot of potential interest by not being able to invest the funds. The authority paper was being drawn up on the 15 February 2023. The Clerk was informed on the 19 April 2023 that the person at KCC dealing with the matter would be chasing up the authority paper. Since then no further updates. Chasing emails asking for further information are not being replied to. |
| 6.1 | **Any other matters arising from the minutes, but not on the agenda.**  The Clerk had been asked to give a net bank account total removing the Walderslade Woodlands Enabling Fund total. Leaving it on the bank totals gave a false impression of funds available to Boxley Parish Council. |
| **As no members of the public were present the meeting was not adjourned.** | |
| 7. | **Financial Report** |
| 7.1 | **Bank Reconciliations**  The Clerk reported that the reconciliations are almost up to date. There are just a few oddities in the Beechen Hall account to be resolved. No reconciliation had been checked by the Committee Chairman since the beginning of the year. It was agreed that Cllr I Davies would go into the office w/c 25 September and sign off the reconciliations on behalf of the Committee. |
| 7.2 | **Bank Account Totals**  Comment in 6.1 above |
| 7.3 | **Financial Reports**  There was one question raised on a receipt by Cllr P Dengate. The Clerk would investigate and report back to the Committee. |
| 7.4 | **Machine Repairs** |
|  | Item discussed and decided under Confidential Section |
| 7.5 | **Fencing quotations** |
|  | Item discussed and decided under Confidential Section |
| 8. | **Policies and Procedures for Review** |
| 8.1 | **Accident Book Review**  There had been no accidents logged in the book. |
| 9. | **Grant for War Memorial Wreaths** |
|  | It was proposed by Cllr I Davies, seconded by Cllr C Sheppard and all agreed that a donation of £120 be made to the RBLI for 2 poppy wreaths. |
| 10. | **KALC Awards** |
|  | It was agreed that all nominations for the awards would be sent to the Clerk to collate and the request for nominations sent to all Councillors. |
| 11. | **Matters for Information** |
|  | A new bench had been installed in Walderslade Woodlands with a plaque ‘donated by PFE site services’. No permission for the installation had been sought or granted which was a cause for concern.  The Clerk informed members that the leader of the Walderslade Woodlands volunteer group was unable to make the meeting scheduled for Wednesday 20 September. The Clerk was asked to rearrange the meeting as it was felt important that he was there. |
| 12. | **Items for Next Agenda**  Councillors’ reports and requests for items to be included on the agenda to be submitted no later than 10 November 2023. |
| 13. | **Date of Next Meeting**  Monday 18 November 2023. |
|  | **CONFIDENTAL SECTION** |
| 14.1 | Verbal report noted |
| 14.2 | Report noted |
| 14.3 | Christmas closedown agreed |

Meeting closed at 9.15 p.m.

Signed as a correct record of the proceedings.

Chairman……………………………………… Date…………………………………