



**MINUTES OF THE MEETING of Hadlow Down Parish Council**  
**Held in Hadlow Down Village Hall, Hadlow Down**  
**at 7pm on Tuesday 19<sup>th</sup> October 2021**

**Present:** Councillors: Michael Lunn (ML) Chair, Ben Floyd (BF), Rachel Lewis (RL), David Munday (DM), Peter Weston (PW).

**In attendance:** Samantha Weatherill (Clerk) and one member of the public.

- 160. PUBLIC QUESTIONS** – a member of the public raised the issue of the area owned by the PC set aside for burial ground extension to the west of the burial ground being very overgrown which could become a problem if left. Also the wrought iron gates at the burial ground needed a clean.
- 161. APOLOGIES AND REASON FOR ABSENCE** – were received and accepted from Sally Blyfield.
- 162. DECLARATIONS OF INTEREST** – none.
- 163. FINANCE MATTERS:**
- i. Bank Reconciliation dated September 2021 were signed by BF as a non-signatory Cllr as part of the quarterly controls.
  - ii. Assets Register – The Speed Indicator poles had been added onto the Assets register and confirmation was being sought that they had been added to the Councils Insurance. Updated asset register was approved and signed as part of the quarterly controls.
  - iii. Review of 2020/21 Precept spending – a discussion was held about the precept spending reports that had been sent to the Cllrs prior to the meeting which outlined actual spending to end Quarter 2. The reports were approved.
  - iv. Precept – to discuss expenditure for 2022-23 and consider grant applications – a discussion was held about each line of the proposed precept, including grants.
- Actions for the Clerk:**
1. To engage the PC in a three year contract with RBS, who provide our accounting software, in order to obtain a 7% discount on the fees in each of the three years;
  2. To agree the invoicing proposal put forward by the Village Hall for this and next financial year;
  3. To update the spreadsheet and send out to the PC for discussion at the November meeting;
- Actions:** BF would forward to RL the letter from Claude Jessett Trust re them funding new play equipment at the play area; RL would investigate whether there were any funding opportunities for provision of new play equipment at the play area in order to secure the match funding from Claude Jessett Trust.
- v. Agree movements to Reserves – it was agreed that movements to reserves would be reviewed after Quarter 3 actual expenditure.
- 164. DATE OF NEXT MEETING** – Tuesday 2<sup>nd</sup> November in the Committee Room.
- 165. CRIME AND DISORDER ACT 1998 Section 17** – nothing raised.
- 166. DEFIBRILLATOR BATTERY** – this had been checked on 19<sup>th</sup> October.
- 167. ITEMS TO GO ON NEXT AGENDA**
- Dealing with clearing the area owned by the PC set aside for burial ground extension.

There being no other business, the meeting closed at 8:17pm.