

ROTHERFIELD PEPPARD PARISH COUNCIL: MEETING AGENDA

Committee members attended

The Finance and Staffing meeting of Rotherfield Peppard Parish Council

on **Monday 17th April 2023 at 7.00pm**

at the Sports Pavilion, Stoke Row Road, Peppard Common.

Attendees: Cllr Berger, Cllr Seaton, Cllr Freeman, Cllr Hall and Clerk (JA)

1. Apologies – None
2. Declarations of interest – None
3. Minutes from last F&S meeting held on 13/02/23 were approved as a true and accurate record of the meeting.
4. Clerk advised a full review and approval of Qtr4 2022/23 Accounts and Cash book/ invoices for Trustee CAF account. CAF started 2022/23 with an opening balance of £4418.13 and closed the year with £7448.43. There was little activity on the account with only a £3000 grant from Rotherfield Peppard Parish Council and interest payments.
CAF have amended their banking policies and ongoing there will be no option to have just the CAF Gold account and there will need to be a second account for the organisation. Clerk has already set up this and this has had full approval from F&S committee. Clerk to send a full trustee form and approval was given by signing a letter for removing old signatories.
5. Clerk and Chair of F&S committee gave a full review of the Council accounts to all committee members. This was met with approval of Qtr 4 2022/23 for all Accounts and Cash book/invoices for Parish Council UTB account and the signature sheet was signed to close 2022/23.
6. A Final Review of Budget for 2022/23 was advised and the original budget set by the Council was to close 2022/23 with £41,551 however the accounts closed at £51,820. This was due to an unbudgeted amount of CIL received from developments within the Parish. This was also due to an insurance payment being received at the end of year and the Insurance payment to the builder. Council accounts work as a Cash book so unfortunately the figure carried forward and used as an opening budget for 2023/24 will be £55,795.
7. The audit was discussed and agreed ready for the Internal Audit and later the external Audit. Clerk will chase the external audit as the results for 2019/20, 2020/21 and 2021/22 are still unknown due to the complications of the Pavilion build and the Trustee/Council accounts.
8. Budget for 2023/24 was agreed in November 2022 for 2023/24. No changes although CIL £2618 has already been notified we will receive from the development of Larnaka
9. Clerk advised 1st half of Precept £21,500 has been received

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10. The Village grants and awards were decided to increase by 10% year on year due to inflation and they have been paid at this rate for a number of years. All village grants recipients for 2022/23 will be paid at the end of year 2023/24 unless there is information to not award and the amounts allocated will be similar with a majority of charities receiving £330, the exceptions are Friends of Peppard School, Sports Pavilion and NDCC. Although if CIL is over budget grants may increase.
11. CIL monies due to be received in April and the intended spend is unknown until all CIL is received.
12. Update on Staffing – There was a confidential matter discussed which will be as an appendix to these minutes, not to be included on the website.
13. Previous to the meeting RPPC had received a paper from Peppard Stoke Row Cricket Club Limited ('PSR'), which provided images and details, for PSR to install two new enclosed cricket nets adjacent to the existing two cricket nets.

It was noted that previously PSR had requested three nets to be installed on the lower part of the Common but as RPPC felt that this would not be in keeping with the openness and attractiveness of the common that instead PSR was now requesting consent to place just two new enclosed nets adjacent to the existing two cricket nets. After discussion, RPPC felt this was the only feasible place as directing the nets further towards north would put pedestrians and passers-by in danger of balls being hit from the nets.

Cllr Hall then showed the new proposed location and advised the reasons outlined in the paper for needing these.

Further to the paper received from PSR, in which it was noted that PSR had signed a 25-year lease with the Parish Council ('RPPC') on 17th October 2018 (the 'Lease') and that clause 4.15 on Alterations in the Lease requires written consent from RPPC for new nets to be installed, then such consent was approved by RPPC.

PSR had requested that RPPC pay via a grant for the value of the Planning Permission which was approved unanimously.

It was further noted that RPPC will arrange to move the electricity pole presently in the location where the two new nets will be sited, although the costs of this will be paid from PSR.

It is believed that installing these two new nets will help with PSR's project which is recognised to help children in the local community to play more sport.

14. No matters for future meeting

Meeting finished at 7:30pm.

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