

OTFORD PARISH COUNCIL

Clerk: Mrs. S. Palmer

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Office hours 8.30 to 12.30 Monday to Friday

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The next meeting of the Finance and General Purposes committee of Otford Parish Council will take place on Monday 1 June 2015 at 9.15am at the above address.

AGENDA

There will be 10 minute public forum before the start of the meeting

1. Election of Chairman and Vice Chairman of the Committee.
2. Approval of the minutes of the meeting on 20 April 2015 and matters arising from these minutes.

To consider the items below and make any necessary recommendations:

3. General Financial

- 3.1 To receive details of receipts and payments made since the last Council meeting together with details of the last bank reconciliation and approve orders for payment where appropriate.
- 3.2 To approve the Accounts and Annual Return for the year to 31 March 2015 and recommend their approval by the Council.
- 3.3 **Twinning Association**
A request for a grant of £300 has been received from the Twinning Association.
- 3.4 Request for a grant from the Petanque Club.
- 3.5 Draft Grant Policy for consideration.
- 3.6 Allocation of Reserves.

4. Cemetery

- 4.1 To receive an update on any matters arising since the last meeting.

5. Car Park

- 5.1 To receive an update on any matters arising since the last meeting.

6. Toilets

- 6.1 To receive an update on any matters arising since the last meeting.

7. Allotments

- 7.1 To receive an update on any matters arising since the last meeting and consider:
- 7.2 To consider the quotation for the work to the apple trees on the allotments.
- 7.3 Consideration of the purchase of a Barn Owl nest box for the Mill Meadow allotments.

8. Recreation grounds/pond

- 8.1 To receive an update on any matters arising since the last meeting and

- consider:
- 8.2 Situation regarding the roundabout repair.
 - 8.3 Replacement for Mr Still. Terms of hire.
- 9. School House**
- 9.1 To receive an update on any matters arising since the last meeting.
 - 9.2 Resignation of Parish Council Cleaner in the School House.
- 10. Chalkpit**
- 10.1 To receive an update on any matters arising since the last meeting.
- 11. Other**
- 11.1 Ash dieback among the trees in certain areas of the Parish is likely to become a problem. Members to consider agreeing to an inspection during July/August to ascertain the extent of the problem.
- 12. Correspondence**
- 12.1 A letter has been received from Sevenoaks Citizens Advice Bureau thanking the Parish Council for the continuing donation that enables CAB to hold a weekly surgery in Otford.
 - 12.2 A letter has been received from KALC asking for donations to provide an Economic Benefits Study on the installation of East Facing Slips on the M25 in the vicinity of Junction 5.
 - 12.3 A letter has been received from Unity Trust Bank enclosing new Terms and Conditions and Service Tariff.

Date of next meeting – 29th June 2015 at 9.15am