

**OTFORD
PARISH
COUNCIL**

Parish Clerk:
Sharon Palmer
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The School House
21 High Street
Otford Sevenoaks
Kent TN14 5PG

The next meeting of the Finance and General Purposes committee of Otford Parish Council will take place on Monday 4 July 2016 at 9.15am at the above address.

AGENDA

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

1. **Apologies for absence.**
2. **Disclosures of Interest for items on the Agenda**
3. **Approval of the Minutes of the meeting on 6 June 2016.**
4. **Matters arising.**
5. **General Financial**
 - 5.1 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.
 - 5.2 Current position on recharges to Heritage Centre and Sports Clubs.
6. **Cemetery**
 - 6.1 To receive an update on any matters arising since the last meeting.
7. **Car Park**
 - 7.1 To receive an update on any matters arising since the last meeting.
 - 7.2 To receive a copy of the latest figures from Britannia.
8. **Toilets**
 - 8.1 To receive an update on any matters arising since the last meeting.
9. **Allotments**
 - 9.1 To receive an update on any matters arising since the last meeting.
10. **Recreation Grounds/Pond**
 - 10.1 To receive an update on any matters arising since the last meeting.
 - 10.2 Members to consider the quotation for replacing the door on the mower garage.
11. **School House**
 - 11.1 To receive an update on any matters arising since the last meeting.
12. **Chalkpit**
 - 12.1 To receive an update on any matters arising since the last meeting.
13. **Other**
14. **Correspondence**
15. **Date of next meeting – Monday 1 August 2016**