

**OTFORD  
PARISH  
COUNCIL**

Parish Clerk:  
Sharon Palmer  
01959 524808

The School House  
21 High Street  
Otford Sevenoaks  
Kent TN14 5PG

Email: [clerk@otfordpc.co.uk](mailto:clerk@otfordpc.co.uk)

The next meeting of the Finance and General Purposes committee of Otford Parish Council will take place on **Monday 7 August 2017** (starting 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 3 July 2017**
- 4. Matters arising.**
  
- 5. Sports Pavilions/Football Pitches**
  
- 6. General Financial**
  - 6.1 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.
  
- 7. Cemetery/Churchyard**
  
- 8. Car Park**
  - 8.1 To receive an update on any matters arising since the last meeting.
  - 8.2 To receive a copy of the latest figures from Britannia.
  
- 9. Toilets**
  - 9.1 To receive an update on any matters arising since the last meeting.
  
- 10. Allotments**
  - 10.1 To receive an update on any matters arising since the last meeting.
  - 10.2 Members to note the request from the Allotments Association to issue Notices to Quit.
  
- 11. Recreation Grounds/Pond**
  - 11.1 To receive an update on any matters arising since the last meeting.
  - 11.2 Members to agree the quotation for the extension of the safety surface under the slide in the play area to meet safety regulations.
  
- 12. School House**
  - 12.1 To receive an update on any matters arising since the last meeting.
  - 12.2 To consider the quote for redecoration.
  
- 13. Chalkpit**
  - 13.1 To receive an update on any matters arising since the last meeting.
  - 13.2 Members to consider the quotes received for removal of a mature Ash tree.
  
- 14. Other/Correspondence**
  - 14.1 Members to note Legal Topic Note No. 54. Protection of Ownerless Common Land and Village Greens has been received.

- 15. Date of next meeting – Monday 4 September 2017**