

**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

The next meeting of the Finance and General Purposes committee of Otford Parish Council will take place on Monday 7 March 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 1 February 2016.

4. Matters arising.

To consider the items below and make any necessary recommendations:

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.

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.

7.3 To consider quotations for line marking in the car park.

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 To consider quotations for work to the Willow tree on the pond.

11. School House

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

11.2 To consider quotations for work to the fence at the front of the Parish Office.

12. Chalkpit

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

13. Other

13.1 A request has been received from St Bartholomew's Church for permission to use The Green for the Church Fair on Saturday 18th June 2016.

13.2 New Website. Members to consider approving a spend amount on obtaining a new .gov domain name.

13.3 Members to consider approving a spend amount for the planning application for the chimneys.

14. Correspondence

14.1 A letter of thanks has been received from Oxford United Football Club in respect of the mowing grant.

14.2 A copy of the Annual Tables of Council Tax across the Parishes has been received from Cllr McGarvey.

15. Date of next meeting – 4 April 2016