

**OTFORD
PARISH
COUNCIL**

Parish Clerk:
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The next meeting of the Finance and General Purposes committee of Otford Parish Council will take place on **Tuesday 30 August 2016** (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 held on 3 August 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 To receive an update on any matters arising since the last meeting.

5.3 The Reserves List has been updated to include the Pond Contingency.

5.4 It has been agreed that the recharge from Otford United Football Club will be paid in two instalments. The first one payable in August 2016 and the final one by 31 December 2016.

5.5 To consider the insurance renewal quotes.

6. Car Park

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

6.2 To receive a copy of the latest figures from Britannia.

7. Toilets

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

8. Allotments

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

9. Recreation Grounds/Pond

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

10. School House

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

10.2 To consider quotes for window replacement.

10.3 To consider quote for repair of window sills to ground floor.

11. Chalkpit

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

12. Other

12.1 Work to trees in the Cemetery. Mr Robinson has been asked to carry out work to trees in the Cemetery to fell several ash trees suffering from Ash Dieback.

13. Correspondence

13.1 Request from Darent Valley Landscape Partnership for £1500 annual contribution to scheme

13.2 Copy from Mr Fowler of Bubblestone Cottage, The Green of Public Liability Schedule

14. Date of next meeting – Monday 3 October 2016