

**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 Monday 2 November 2015 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. Approval of the minutes of the meeting on 5 October 2015.
3. Matters arising.

To consider the items below and make any necessary recommendations:

4. General Financial

- 4.1 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.
- 4.2 To consider any additional items to be included in the 2016 budget.
- 4.3 Members to consider a request for a donation for the Otford Christmas Sunday opening event
- 4.4 Members to note the savings on the new gas and electricity contract fixed for one year.

5. Cemetery

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

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.
- 9.2 Oxenhill Shaw – approval of maintenance costs for the bund.

10. School House

- 10.1 To receive an update on any matters arising since the last meeting.
- 10.2 Big Community Funding for improved access.
- 10.3 Members to consider having a Christmas tree installed outside the office and associated costs.

11. Chalkpit

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

12. Other

13. Correspondence

13.1 Members to note the letter received from Mr C Ward regarding the public toilets.

14. Date of next meeting – 7 December 2015