

Lyminge Parish Council

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FINANCE AND ADMINISTRATION COMMITTEE

**Notice of a Meeting to be held at 7pm on Monday 12 January 2018 in the Rigden Room,
Tayne Centre**

Members of the public are welcome to attend and may speak on any matter on the agenda during item 3.

AGENDA

- 1 Apologies for Absence**
- 2 Declarations of Councillor Interests** (Disclosable Pecuniary or Voluntary Declarations) on any items on the agenda.
- 3 Adjournment of Meeting** - To receive any questions, comments and/or suggestions from members of the public. (maximum of 15 minutes)
- 4 Approval of Minutes of the meeting of 8 January 2018** (attached).
- 5 Matters arising from Minutes** not covered in this agenda. **None**
- 6 Management Accounts:**
 - 6.1 To receive and check for 31 January 2018 (to follow).
 - 6.2 To authorise the Chairman to sign the bank reconciliation for 31 January 2018.
- 7 Asset Register** – To undertake an annual review (to follow).
- 8 Review Effectiveness of the Internal Audit** - 2016/17's internal audit report attached for information.
- 9 New dual purpose bins within the Parish** – several suggestions for the placing of new bins have been received from residents following the item in the Newsletter. The Committee are asked to consider these suggestions along with the initial funding of the bins and the annual cost of the associated waste collection – report attached.
- 10 Hedge cutting on Jubilee Field and adjacent to the bridle path on Court Lodge Green** – to review the quotations received for this work.
- 11 Change of date for July's Finance & Administration Committee meeting** - to note the change of date from 9 July 2018 to 16 July 2018 (Clerk's annual leave) venue to remain the same.
- 12 Funding Applications** - To review and make recommendations on the applications received (none to date).
- 13 Reports by Councillors and items for inclusion on the March 2018 agenda.**
- 14 Date of next meeting** – To confirm Monday 12 March 2018 in the Rigden Room, Tayne Centre at 7pm.