

# EAST PECKHAM PARISH COUNCIL

The Parish Office, East Peckham Jubilee Hall, Pippin Road, East Peckham, Tonbridge, Kent  
TN12 5BT

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## To Members of East Peckham Parish Council

You are requested to attend a meeting of the Parish Council's Finance Committee on **Thursday 16<sup>th</sup> February 2023** at 7.30 p.m. in the Meeting / Committee Room at the Jubilee Hall, Pippin Road, East Peckham, TN12 5BT.

10<sup>th</sup> February 2023

*J. Perretta*

Assistant clerk of the Council

## Minutes

1. **Present – Cllrs M. Williams, T. Eastwood, M. Joannes**  
**Apologies for absence – S. North ( no apology given).**
2. **Declarations of Interests and/or lobbying –**  
Reminder to members to disclose either a pecuniary interest or other interest in any item on the agenda. Note; The clerk cannot advise members on this.  
Members are personally responsible for declaring an interest. Members are respectfully advised to read the code of conduct for more information. Councillors are also responsible for ensuring that their registers of interests are up to date (within 28 days of any changes).None
3. **Minutes**  
3.1 To approve the minutes of the meeting held on 9<sup>th</sup> May 2022.  
**Proposer – M. Williams**  
**Seconder – M. Joannes**  
T. Eastwood refrained from approving minutes as he was not present at the above meeting.
4. **Update of expenditure to date –**  
M. Williams discussed previous errors on AGAR causing additional costs for auditing in 2022. Display of annual report needs to be displayed. This has been deferred until year end 31<sup>st</sup> March 2023.  
Signatories to check everything passed to them to ensure the invoices/payments are correct.  
M. Williams confirmed all forthcoming contractor expenses due.
5. **Review signatories, access and authorisation for the following.**  
**5.1 Unity Trust – M. Williams & M. Joannes are signatories.**  
**5.2 Cambridge – M. Williams & M. Barton are signatories.**  
**5.3 Nat West – M. Williams & M. Joannes are signatories.**  
M. Williams has confirmed he has applied to Cambridge to transfer £50,0000 to the Unity Trust account to cover forthcoming contractor invoices.
6. **Review staffing requirements for the future –** No additional requirement is required at this time .M. Williams recorded current contractual hours for current staff and it was decided that no additional staffing is required.  
**All agreed.**

7. **Proposals for South East Water community cheque** – JP has confirmed to all present we received a compensation payment of £7,500. It was agreed this would remain banked.  
**All agreed.**
  8. **Electricity & Gas supplier** – M. Williams discussed the contract length and how this cannot be switched. The public toilet lights were discussed and it was resolved that Cllr T. Eastwood will have a look and report back to council his findings regarding energy use etc.
  9. **Items for discussion at next meeting** – M. Williams confirmed meeting requirements by the finance committee to be April, July, September, December 2023.
- 10 Next meeting date** – Thursday 6<sup>th</sup> April 2023.