



MINUTES

01st March 2021

**An Ordinary Meeting of the above Committee.
was held via Teams on Monday 1st March 2021.**

17/21F To note those present and record any apologies.

Members: Cllr Alan Cooper (Chair), Cllr Chris Morley, Cllr Justin Armitage and Cllr Shafi Khan

Apologies: Cllr Nathan Iliffe.

Also Present: The Clerk

18/21F To declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda. Cllr Chris Morley an OSI as trustee of the Volunteer Centre re 24/21F.4.

19/21F To consider and adopt the Minutes of the meeting held on 26th January 2021. The minutes were agreed unanimously adopted as a true record. Minutes to be signed and returned to Clerk by the Chair.

20/21F Annual Meeting of Council – to discuss constraints and agree recommendations to Council on date and preparations required

Agreed: To make recommendation for Annual Meeting to take place on Wednesday 12 May. With over 20 topics to be covered on the agenda, some of which are complex, to therefore recommend to Council adopt two approaches to make this manageable.

1. Where policies or TOR to be adopted involve amendment to 2019 equivalents, to be brought to Council in March or April for consideration in order they can be integrated into the texts by May.
2. The Annual Meeting should start at 6pm and Council could plan in a 10–15-minute break, once the annual business has been completed and before normal business of the Council commences.

Action: Proposal as outlined above to March Council to be submitted, Cllr Alan Cooper and Clerk to bring together

Agreed: To look at St Mary's and other hall options such premises as The Scout Hut from 6pm until 9pm.

Action: Clerk to contact St Mary's, Scout Hut and look at additional alternatives.

Agreed: Contact ABC to find out what they are doing re meetings post 7th May.

Action: Clerk to contact Rosie Reid to ascertain ABC thoughts/approach post current legislation.

Agreed: To recommend to Council a proposal to set up a Working Group to look at IT re meetings post 7th May.

Action: Clerk to consider in advance of annual meeting a list of Councillors wishing to be considered for appointment to each committee to assist voting

21/21F Annual Community Meeting/Assembly – to discuss constraints and agree recommendations to Council on date and preparations required

Agreed: To look at 29th May and 10th July unless Government extends current legislation and look at facilities available and inclusion of Bybrook-Bockhanger Community Facility Public Consultation to be considered.

Agreed: To take proposal as outlined to March Council for discussion and agreement

Action: Clerk to contact St Mary's, Scout Hut and look at additional alternative re 29th May and 10th July and bring back to next committee.

22/21F Financial Year 2020/21 - To note expenditure and income to date and bank reconciliation to note as of 31st January 2020.

Noted by all present.

Action: Clerk to send Scribe statements again to Cllr Justin Armitage

23/21F Grants "Power to make Grants" – oral update from Clerk. Noted by all present.

Agreed: To confirm that we need to establish whether we can continue to provide grants

Action: Clerk to chase and update Committee again when definitive answer received.

Signed:

Dated:

KENNINGTON COMMUNITY COUNCIL

FINANCE AND GENERAL PURPOSES

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24/21F Responding to the community's needs under covid-19 - the Committee is invited to consider making the following recommendations to Council to:

- 1. Introduce a temporary (to end-March 2022) provision in the Projects and Grants scheme to offer a cost-related running cost grant to local societies consider to be viable in the long-term but facing significant income loss due to COVID-19 restrictions (where such bodies do not qualify for government, borough council or county council support);**

Agreed: To take particular interest in the constitution of the applicant/s and for proposal to be written and to exclude salary related applications and for this to be for other running cost only

Action: Proposal to be amended and presented for decision at March Council.

- 2. Commit to support the community pantry foodboxes at the same rate for a further 3 months.**

Agreed: To recommend and ask for Council (as per point 3) to agree to support for 12 months but to review regularly and earmark the money from 20/21 budget.

Action: Proposal to Council from Finance and General Purposes Committee to be raised for decision at March Council, to include Act to which we can use to provide the grant.

Agreed: It would be appreciated to have an update re how the food box is working from the group re users and donators and the impact this is having appreciating sensitivities here

Agreed: Clerk to ask the Volunteers group for an update on the effects from both donors and users' perspective for a short update.

- 3. Commit to support the Foodbank for at the same rate for a further 3 months.**

Agreed: To recommend and ask for Council (as per point 2) to agree to support for 12 months but to review regularly and earmark money from 20/21 budget).

Action: Proposal to Council from Finance and General Purposes Committee to be raised for decision at March Council, this to include the Act to which we can use to provide the grant

- 4. Create a Task and Finish Group to explore and assess options for supporting the Kennington Community Volunteers group; the work should draw on experience of other local councils and other sources and report no later than July 2021;**

Agreed: To recommend to Council a Proposal for a short term Task and Finish Group

Action: Proposal to March Council from Finance and General Purposes Committee to be raised for decision.

Agreed: To write to other Parish Clerks to find local information and how they work with similar groups

Action: Cllr Alan Cooper agreed to draft email for Clerk to distribute to acquire feedback comment and suggestions to other Clerks and where we could find advice to support us with this.

- 5. Initiate a public information campaign around managing personal debt and featuring in particular information on the credit union movement and credit unions operating locally.**

Agreed: To recommend to Council a Proposal for a blog post / Facebook entries

Action: Proposal to March Council from Finance and General Purposes Committee to be raised for decision

Agreed: To send an email to the Association of British Credit Unions to get an understanding

Action: Cllr Alan Cooper agreed to draft email for Clerk to then send

25/21F Organisational review – to note oral update from the Clerk. Noted by all present.

Action: Clerk to provide further update for next Committee meeting or bring review to next Committee if completed and received.

26/21F Policy on co-opting non-councillor members to committees

- a) to review and agree any revisions**

Agreed: to remove 3.3 the functions of the council as a harbour authority (as defined in s. 57(1) of the Harbours Act 1964)

Signed:

Dated:

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Agreed: The 'to be signed by' section of application to also include 4.1 a) and 4.1b) to the tick box options

b) to agree to recommend to Council.

Agreed: To recommend the policy with above amendments to Council for adoption.

Action: Clerk to add to March Council agenda

27/21F Review of FGP Terms of Reference in anticipation of Annual Meeting

a) to review and agree any revisions

b) to agree to recommend to Council

Agreed: To recommend to Council for adoption.

Action: Clerk to add to April Council agenda.

28/21F Standing Orders (full text with changes in red and the latest changes in red and italics) – to discuss and agree and vote to recommend to Council; explanatory note, series of amendments to consider based on written suggestions not incorporated into the text

Agreed: to amend 1d) delete the amendment, 2r) add without prejudice to Proper Officer role 8c & d) these are related so would work better combined, 1k iii) any replaces the, 2 d) make clear it is only in public participation session, 2k) delete libellous comments and check what announcement Ashford Borough Council put on agendas, 2l) remove, and adjourn after 2 hours; is not Chair's decision but a motion that requires a resolution. Check re 4a this wording can it also be added under Council meetings as well as Committees and if permissible to add.

Agreed: To take to March Council for further feedback with amendments as above only and not voting on

Action: Cllr Alan Cooper agreed to amend with changes and for Clerk to add to March Council meeting agenda

29/21F Reserves and investments – Further investment - to discuss and agree to recommend to Council to increase the amount on deposit with Nationwide to a total of £85,000 by opening a 95-day account and making an initial deposit of £55,000.

Agreed: To support and recommend to March Council to open a further 95-day account with £55,000.

Action: To take to March Council for discussion and agreement to open a further savings account with Nationwide with 95 days' notice and increase total balance at Nationwide therefore £85,000

30/21F Revised Model Code of Conduct – to receive an oral update on any feedback from Monitoring Officer

Agreed: To put a note to Ashford KALC telling them we are waiting what are other Councils doing, are they adopting

Action: Cllr Alan Cooper agreed to draft an email for Clerk to send to Ashford KALC group and cc Cllr Sue Huntley into this draft to see from this if we can establish other Council's approach.

31/21F Records retention policy

a) to review and agree any revisions

b) to agree to recommend to Council

Agreed: To recommend the policy to March Council for adoption.

Action: Clerk to add to March Council agenda

32/21F Access to information held by Council Policy

a) to review and agree any revisions

b) to agree to recommend to Council

Agreed: To recommend the policy March Council for adoption.

Action: Clerk to add to March Council agenda

Signed:

Dated:

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33/21F Items for inclusion on next agenda/s (*For Councillors to raise items for information only and to request items for the next agenda*). (Information security policy, Clerks action re VAT, Yearend), Code of Conduct, Food bank and Food pantry boxes -review June).

34/21F Date of next meeting. The next meeting was agreed Wednesday 28th April.

35/21F Close of Meeting. The meeting closed at 20:56.

DRAFT

Signed:

Dated: