

**OTFORD**

Parish Clerk:

The School House

**PARISH**

Sharon Holt

21 High Street

**COUNCIL**

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The next meeting of the Finance and General Purposes committee of Otford Parish Council will take place on **Tuesday 5 February 2018** (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 on 2 January 2018**
- 4. Matters arising.**
  
- 5. Sports Pavilions/Football Pitches**
  
- 6. General Financial**
  - 6.1 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.
  - 6.2 Request for a donation. A request has been received from Sevenoaks Volunteer Transport Group (copy attached for members).
  - 6.3 Request for a grant. A request for a grant (papers attached for members) has been received regarding Heritage Boards in the village.
  - 6.4 Members to consider a request for the Parish Council to access a Heritage Lottery Fund grant.
  - 6.5 Reserves. Members to consider allocation of funds amongst current/new projects.
  - 6.6 General Data Protection Regulations – Report and members to consider a budget for required office upgrades.
  
- 7. Cemetery/Churchyard**
  
- 8. Car Park**
  - 8.1 To receive an update on any matters arising since the last meeting.
  - 8.2 To receive a copy of the latest figures from Britannia.
  - 8.3 Members to note receipt of the Abandoned Vehicles Process from SDC (copy attached for members).
  
- 9. Toilets**
  
- 10. Allotments**
  - 10.1 To receive an update on any matters arising since the last meeting.
  
- 11. Recreation Grounds/Pond**
  - 11.1 To receive an update on any matters arising since the last meeting.
  - 11.2 To receive an update on the Recreation Ground Path.
  
- 12. School House**
  - 12.1 To receive an update on any matters arising since the last meeting.

**13. Chalkpit**

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

**14. Other/Correspondence**

**15. Date of next meeting – Monday 5 March 2018**