

**MINUTES OF A MEETING OF THE ABOVE COMMITTEE
HELD IN THE PARISH COUNCIL OFFICE
ON FRIDAY 25TH SEPTEMBER STARTING AT 5.00PM**

F57/26 To Record those Present and list any Apologies

Those Present; Cllrs K Gipson – Chairman, S Instance, N Fursdon and S Parish: also present was the Proper Officer.

F58/26 To Declare any Disclosable Pecuniary Interests (DPI), Other Significant Interests (OSI's) or a Voluntary interest relating to items on the agenda.

There were none reported

F59/26 Minutes

- a) To note, agree and sign the Minutes of the August meeting

Having been previously circulated these were agreed and signed as a true record.

F60/26 Finance

- a) To agree/ratify the payments as listed below.

Having been previously circulated these were agreed.

- b) Update on external audit

There has been a number of queries raised by the External Auditor, and some of these have been raised more than once, which it appears has delayed in report.

The PO highlighted that there are some amounts of money that have been set aside, and these need to be earmarked going forward. A short debate took place where it was agreed to consider these amounts during the budgeting process later in the year.

- c) To note receipt of a letter from 1st Port and agree any actions

1. It was noted that there is no site manager allocated to Sellindge, however one has been recently employed and once they have completed company training will be visiting the site.

2. A letter requesting an amount of £92.00 had been received. The PO was asked to enquire as to what the outstanding amount was for and would also like a complete breakdown of the costs that are being put forward for the annual fees.

F61/26 To note issues/updates & agree any actions

- a) New Office

The rubbish which was meant to be removed was still in situ, although the Project Manager has informed the PO that he has instructed it to be moved inside the building to prevent a health hazard.

b) to consider what action to take on the Lees fencing repairs, in view of information received.

It has been reported by the company requested to carry out the work that the materials are not easily obtainable and will add extra costs to managing the repairs, and what is in place is non-standard.

A report with ideas and suggestions was discussed, and the PO was asked to obtain:

- Further details of costs of the alternatives that have been suggested..
- Enquire if the white racecourse fencing that was offered to the PC is still available.

62/26 Highway Improvement plan (HIP)

a) To consider the plan as sent by Highway steward & agree any actions

The HIP was noted as received, however it was felt that Cllrs should have more time to consider the items on the HIP along side the ASOS Report carried out for the NHP, therefore this will be deferred to the October meeting.

63/26 Land In Brook Lane.

a) To consider whether or not more investigation should take place, with regards to the PC taking ownership.

The PO to see if possible to make contact with the previous person who was dealing with this item, from FHDC

F64/26 Consider any emergency items as required.

This item will only be used for items that cannot wait for a later response

F65/26 To agree a date for the next meeting & Close

The date of the next meeting will be on 30th October at 5.00pm, there being no further business the meeting closed at 6.30pm