

## Lyminge Parish Council

PO Box 1159  
Canterbury, Kent  
CT1 9PR  
Tel: 07715 221 705  
[lymingepc@btinternet.com](mailto:lymingepc@btinternet.com)



**NOTICE IS HEREBY GIVEN THAT AN ORDINARY MEETING OF Lyminge Parish Council FINANCE AND ADMINISTRATION COMMITTEE is to be held on Monday 11<sup>th</sup> April 2022 at 7.00 p.m. at Tayne Centre, Rigden Rm**

All members of the public are invited to attend the meeting and may speak 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 for public session** (maximum of 15 minutes in total)
- 4 **To approve the minutes of the committee meeting of 14<sup>th</sup> March 2022** (attached)
- 5 **Matters arising from Minutes** not covered in this agenda.

#### Administration

- 6 **Standing Orders** – To review (attached.)
- 7 **Maintenance Tenders** – To review (attached.)
- 8 **Playparks** – To discuss transfer and authorise payment of a £500 legal fee to FHDC.
- 9 **Website content** – To agree (attached.)
- 10 **Maintenance** – Ad-hoc repairs / handyman – To discuss.
- 11 **Publication Scheme** – Review – (attached.)
- 12 **Request for Tayne Field** – LGS – Sunday 5<sup>th</sup> June 2022 – 10:30 till 16:00

#### Finance

- 13 **Management Accounts:**
  - 13.1 To receive and approve **Management Accounts for 14<sup>th</sup> February & 14<sup>th</sup> March 2022-** (to follow)
  - 13.2 To authorise the Chairman to sign the **bank reconciliation for 14<sup>th</sup> February & 14<sup>th</sup> March 2022-** (to follow)
- 14 **Accounts for payment** - To authorise April payment list (to follow)
- 15 **Receive draft VAT return** – (to follow.)
- 16 **Funding Applications** – Benches for Lyminge Bridge Club - £300 (to follow.)
- 17 **Brian Hart Book** – Agree and authorise payment of £15 with book to be donated to Lyminge (attached.)
- 18 **Jubilee Grants** – To approve (attached.)
- 19 **Date of next meeting:** Monday 9<sup>th</sup> May 2022 in the Rigden Rm, Tayne Centre