



**MINUTES OF THE MEETING OF MARDEN PARISH COUNCIL  
FINANCE COMMITTEE ON TUESDAY 7<sup>TH</sup> JULY 2015 HELD IN THE  
PARISH COUNCIL MEETING ROOM, GOUDHURST ROAD, MARDEN  
COMMENCING AT 7.50PM**

**Min.  
No**

- 06/15 **Present:** Cllrs Adam, Boswell, Brown, Reed (Chair), Tippen and Turner. The Clerk was also in attendance.
- 07/15 **Apologies:** There were no apologies.
- 08/15 **(a) Register of Interests:** There were no registers of interest  
**(b) Granting of Dispensation:** There were no requests for dispensation of any item on this agenda
- 09/15 **1<sup>st</sup> Quarter Financial Report**  
The Clerk provided details of the first quarter income and expenditure. These were viewed and agreed.  
The Clerk was asked to retrieve the paperwork regarding the office rent payment which was due to commence in October 2015 and to continue time recording of hall work until the next Finance meeting.
- 10/15 **Other Financial Issues:**
- (a) Printer/Photocopier Rental: The Parish Council current rent the office printer (3 year contract has just expired) and the office photocopier (5 year contract due to expire in October). The Assistant Clerk had obtained quotes for five different MFDs (Multi Functional Devices) and after discussion and reviewing the figures it was agreed that the Parish Council continue with a rental contract and contact Kent County Supplies to order the Sharp MFD for a 2 year contract period.
- (b) Electricity Supply for Changing Rooms and Public Conveniences: The Clerk had been liaising with a Utility Broker regarding better value for money regarding electricity supply. It was proposed that the 2 year quote be accepted of £16.70 per quarter and a 10.822p unit price.
- (c) Unity Trust Bank: With the new Financial Regulations in place Marden Parish Council is now able to operate on line banking and information had been obtained from Unity Trust Bank who deal with Parish and Town Councils. Cllrs asked that one other bank be approached to look at comparisons before making a decision to move bank accounts.
- (d) Purchase of Office Binder: This item was asked to be placed on the agenda following a recent planning meeting however it transpires that Cllr Newton has a binder which he is in agreement for the Parish Council to use.
- (e) Other: The Clerk asked that the Parish Council consider off site back up facilities for the office computer now that more software is being stored.
- 11/15 **Policy/Procedure Review:**  
No reviews were required on the Financial Risk Assessments or Financial



Regulations.

**12/15 Maidstone Borough Council Planning Committee meeting**

There were no items on the agenda relating to Marden for the meeting on 9<sup>th</sup> July.

There being no further business the meeting closed at 9.15 pm

Signed: ..... Date: 14<sup>th</sup> July 2015  
Cllr Dorothy Reed, Chairman, Marden Parish Council Finance Committee

Agreed 11th August 2015

