



Hurstpierpoint & Sayers Common Parish Council
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Village Centre
Trinity Road
Hurstpierpoint
West Sussex BN6 9UY

Dear Councillor,

Committee Members are summoned to attend the **Meeting of the Finance, Governance & Estates Committee** to be held on **Thursday 10 April 2025 at 7.30pm** at Hurstpierpoint Village Centre. Members of the public have a right to and are invited to attend the meeting.

Sarah Groom, Clerk to the Council & Responsible Finance Officer

Friday 4 April 2025

Committee Membership: Cllr Duncan Ranger (Chair), Cllr Helena Browne, Cllr Rodney Jackson, Cllr David Evans, Cllr Malcolm Llewellyn, Cllr Claire Majsai, Cllr Julia Shorrocks and Cllr Annette Street (Vice-Chair).

AGENDA

1. **Apologies for absence:** To receive and accept apologies for absence.
2. **Declarations of interest:** To note any declarations of interest.
3. **Minutes of the previous meeting of the Finance, Governance & Estates Committee:** To receive and adopt the minutes of the 20 March 2025 Finance, Governance & Estates Committee meeting.
4. **Adjournment for questions from the public:** To consider adjourning the meeting in accordance with Standing Orders, to receive questions from members of the public.
5. **Parish Council Financial Monitoring for Month 12 (March 2025):** To note:
 - 5.1 Payments of £147,610.59 (excl VAT). This includes February and March salaries, plus the £100,000 transferred to the new Hampshire Trust Bank account.
 - 5.2 Receipts of £110,270.84 (VAT N/A). This includes the £100,000 from the Redwood Bank Account which was closed.
 - 5.3 Bank Reconciliations.
 - 5.4 Balance Sheet.
 - 5.5 Nominal Ledger.
 - 5.6 Income and Expenditure.
 - 5.7 Q4 VAT Return.
 - 5.8 The funds held in CCLA shares on 31 March 2025 are £TBC.
 - 5.9 Deposits and investments accounts held on 31 March 2025 are as follows:

Financial Institution	Account Type & % Interest	Interest AER %	Maturity Date
Unity Trust	Current Account	0	N/A
Unity Trust	Savings Account	2.52	N/A
Nationwide	95 Day Savings Account	3.75	95 Days notice
Cambridge & Counties	1 Year Fixed Term	4.35	24/06/2025
Cambridge & Counties	1 Year Fixed Term	5.1	27/11/2025
United Trust Bank	1 Year Fixed Term	5.0	19/12/2025
Hampshire Trust Bank	1 Year Fixed Term	4.36	01/03/2025

- 6. Village Centre Financial Monitoring for Month 12 (March 2025):** To note:
- 6.1 Payments of £5,749.52 (VAT N/A).
 - 6.2 Receipts of £6,207.38 (VAT N/A). This include a £2,000 grant which will be accrued to 2025/6.
 - 6.3 Bank Reconciliations.
 - 6.4 Balance Sheet.
 - 6.5 Income and Expenditure.
 - 6.6 Nominal Ledger.
 - 6.7 Bank accounts held on 28 February 2025 are i) CAF Cash Current Account with 0.2% interest; and ii) CAF Gold Savings Account with 2% interest. Maturity dates do not apply.
- 7. Parish Action Plans:** To review the Committee Action Plans for 2025/2026.
- 8. Estates & Facilities Update:** To receive and note an update report on Estates & Facilities Management.
- 9. Hurst Meadows Working Group:** To note the minutes of the Hurst Meadows Working Group on 3 April 2025.
- 10. Final Year End Adjustments:** To note the year-end adjustments made to the 2024/2025 accounts to allow for creditors, debtors, accruals and receipt in advance, and the transfers to and from the General Reserve and Earmarked Reserves. This report will be tabled on the night.
- 11. To note any further information items, correspondence received or requests.**

Protocol for filming and recording at public meetings: The Council has a protocol for public filming, recording and photography at its meetings, which is available on the Council's website or on request at the Parish Office.
