



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 19 June 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 13 June 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 15 May 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 2 (May 2025):** To note:
 - 5.1 Payments of £112,550.40 (Ex VAT). This includes a £80,000 transfer to the Unity Savings Account and the April 2025 salaries but does not include the May 2025 salaries.
 - 5.2 Receipts of £4,356.16 (VAT N/A).
 - 5.3 Bank Reconciliations.
 - 5.4 Balance Sheet.
 - 5.5 Nominal Ledger.
 - 5.6 Income and Expenditure.
 - 5.7 The funds held in CCLA shares on 31 May 2025 are £112,244.47.
 - 5.8 Deposits and investments accounts held on 31 May 2025 are as follows:

Financial Institution & Credit Ratings at 11 April 2025	Account Type	Interest AER %	Maturity Date
Unity Trust	Current Account	0	N/A
Unity Trust	Savings Account	2.52	N/A
Nationwide	95 Day Savings Account	3.60	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	01/03/2026

- 5.9 To consider the renewal offer from the Cambridge & Counties Bank dated 10 June 2025 for the Fixed Rate Bond which matures on 24 June 2025.

- 6. Village Centre Financial Monitoring for Month 2 (May 2025):** To note:
- 6.1 Payments of £TBC (VAT N/A).
 - 6.2 Receipts of £TBC (VAT N/A).
 - 6.3 Bank Reconciliations.
 - 6.4 Balance Sheet.
 - 6.5 Income and Expenditure.
 - 6.6 Nominal Ledger.
 - 6.7 Bank accounts held on 30 April 2025 are i) CAF Cash Current Account with 0.2% interest; and ii) CAF Gold Savings Account with 1.85% 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 5 June 2025.
- 10. Hurst Meadows & Ancient Woodland Tree Works:** To consider a briefing note outlining the tree works required following the tree risk assessments for Hurst Meadows and the ancient woodlands, and to appoint contractors to complete the works totalling £2,605.00.
- 11. Repairs to Bus Shelters etc:** To consider a briefing note outlining repairs needed for the High Street bus shelters, Hurstpierpoint village sign and the Village Centre outdoor seating.
- 12. Van Lease Options:** To consider a briefing note outlining options for a new van lease from September 2025.
- 13. 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.
