



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 11 December 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 5 December 2025

Committee Membership: Cllr Duncan Ranger (Chair), Cllr Rodney Jackson, 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 November 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 8 (November 2025):** To note:
 - 5.1 Payments to be confirmed (Ex VAT). Payments include the salaries for November 2025, plus the refurbishment of the Court Bushes Community Hub nursery toilets, funded by Section 106 money and the repairs of the ten vandalised Willow Way Street Lights funded by the Insurance claim.
 - 5.2 Receipts to be confirmed (VAT N/A). Receipts include an £80,000 transfer from the Savings Account.
 - 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 30 November 2025 are to be confirmed.
 - 5.8 Deposits and investments accounts held on 30 November 2025 are as follows:

Financial Institution	Account Type	Interest AER %	Maturity Date
Unity Trust	Current Account	0	N/A
Unity Trust	Savings Account	2.25	N/A
Nationwide	95 Day Savings Account	3.95	95 Days notice
Cambridge & Counties	1 Year Fixed Term	4.35	24/06/2026
Cambridge & Counties	1 Year Fixed Term	4.35	27/11/2025
United Trust Bank	1 Year Fixed Term	4.61	19/12/2025
Hampshire Trust Bank	1 Year Fixed Term	4.36	01/03/2026

- 5.9 To consider the renewal offer from the United Trust Bank which matures on 19 December 2025.

6. **Village Centre Financial Monitoring for Month 8 (November 2025):** To note:
 - 6.1 Payments to be confirmed (VAT N/A).
 - 6.2 Receipts to be confirmed (VAT N/A).
 - 6.3 Bank Reconciliations.
 - 6.4 Balance Sheet.
 - 6.5 Income and Expenditure.
 - 6.6 Bank accounts held are i) CAF Cash Current Account with 0.2% interest; and ii) CAF Gold Savings Account with 1.75% interest. Maturity dates do not apply.
 7. **Parish Action Plans:** To review the Committee Action Plans for 2025/26 and the emerging plans for 2026/27.
 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 4th December 2025.
 10. **Draft Council Budget 2026/27:** To review and assess the Parish Council budget requirements for 2026/27 and recommend them to Council for approval.
 11. **To note any further information items, correspondence received or requests.**
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