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**MINUTES of the Meeting of the FINANCE, GOVERNANCE & ESTATES COMMITTEE** held at 7.30pm on Thursday 13 August 2026 at the Hurstpierpoint Village Centre.

**Members Present:** Cllr Duncan Ranger (Chair) Cllr Malcolm Llewellyn  
Cllr Rodney Jackson Cllr Julia Shorrocks

**Also present:** Sarah Groom, Clerk to the Council & Responsible Finance Officer.

**F26/27.025: Apologies for absence:** Apologies for absence were received from Cllr Shaun Hole, Cllr Claire Majsai and Cllr Annette Street, and it was:

**RESOLVED:** That the Committee **ACCEPTS** the apologies for absence from Cllrs Hole, Majsai and Street.

**F26/27.026: Declarations of Interest:** There were no declarations of interest.

**F26/27.027: Previous Minutes:** The Committee considered the minutes of the Finance, Governance & Estates Committee meeting on 16 July 2026, and it was:

**RESOLVED:** That the Committee **AGREED** the minutes of the Finance, Governance & Estates Committee meeting held on 16 July 2026.

**F26/27.028: Adjournment for questions from the public:** There were no members of the public present.

**F26/27.029: Parish Council Financial Monitoring for Month 4 (July 2026):** The Committee noted:

- (i) Payments of £33,078.68 Ex VAT). Payments included the June 2026 salaries of £16,993.72.
- (ii) Receipts of £32,645.69 (VAT N/A). Receipts included the Q1 VAT Refund of £25,892.97.
- (iii) Bank Reconciliations. These were signed by Cllr Jackson.
- (iv) Balance Sheet.
- (v) Nominal Ledger.
- (vi) Income and Expenditure. The Recreation Ground Tree Budget overspend was noted.
- (vii) Q1 VAT Reclaim.
- (viii) The funds held in CCLA shares (AAA Rating) on 31 July 2026 were £117,556.07.
- (ix) Deposits and investment accounts held on 31 July 2026 were as follows, and it was:

| Financial Institution/(Credit Rating) | Account Type           | Interest AER % | Maturity Date  |
|---------------------------------------|------------------------|----------------|----------------|
| Unity Trust (BBB)                     | Current Account        | 0              | N/A            |
| Unity Trust (BBB)                     | Savings Account        | 1.95           | N/A            |
| Nationwide (A/A1)                     | 95 Day Savings Account | 3.25           | 95 Days notice |
| Cambridge & Counties (Not Published)  | 1 Year Fixed Term      | 4.45           | 24/06/2027     |
| Cambridge & Counties (Not Published)  | 1 Year Fixed Term      | 4.40           | 30/11/2026     |
| United Trust Bank (Not Published)     | 1 Year Fixed Term      | 4.11           | 19/12/2026     |
| Hampshire Trust Bank (Not Published)  | 1 Year Fixed Term      | 4.00           | 01/03/2027     |

**RESOLVED:** That the Committee **AGREED** the Parish Council financial monitoring for Month 4 (July 2026).

**F26/27.030: Village Centre Financial Monitoring for Month 4 (July 2026):** The Committee noted:

- (i) Payments of £6,813.03 (VAT N/A). This included the new curtains and blinds at £3,939.60 and a new water heater in the Caretakers Office at £1,176.

- (ii) Receipts of £1,290.45 (VAT N/A).
- (iii) Bank Reconciliations. These were signed by Cllr Jackson.
- (iv) Balance Sheet.
- (v) Income and Expenditure.
- (vi) Bank accounts held were i) CAF Cash Current Account with 0.2% interest and ii) CAF Gold Savings Account with 1.75% interest. Maturity dates do not apply, and it was:

**RESOLVED: That the Committee AGREED the Village Centre financial monitoring for Month 4 (July 2026).**

**F26/27.031: Parish Action Plan:** The Committee reviewed the:

- (i) The Finance & Governance Action Plan: The Committee noted the two actions for 2026/27 concerning training courses on the new National Planning Policy Framework and Pension risks. Training is to be organised as soon as the NPPF is published, expected this Summer. Identifying a trainer on Pension risks was proving more of a challenge, although contacts had been approached.
- (ii) The Estates & Facilities Action Plan: The Committee noted all of the actions for 2026/27. Cllr Llewellyn highlighted issues with the external decorating of the Chapel and some cracks appearing in the paint work and on the door, which may need re-painting in patches to avoid water getting into the wood. Also, it appears the door furniture has not been re-fixed to the Chapel door since it was redecorated. It was noted that UK Power Networks had installed new telegraph poles on the Parish Council owned section of South Avenue without permission. Cllr Jackson noted that a quote was being sought to repair the gents toilet in the Pitt Lane Public Conveniences, and it was:

**RESOLVED: That the Committee AGREED the Action Plan updates for 2026/27.**

**F26/27.032: South Avenue Recreation Ground Bench Proposal:** The Committee considered a proposal from a resident who had requested a second bench facing the tennis courts, which they consider would be a valuable addition to the Recreation Ground. The Committee agreed in principle to the idea but wanted to see quotes and confirmation that Section 106 funds could cover the costs, and it was:

**RESOLVED: That the Committee agreed in principle to a second bench next the Tennis Courts, subject to quotes and the agreement of the Tennis Club, and confirmation that Section 106 funds would cover the costs.**

**F26/27.033: Further Information Items, Correspondence Received or Requests:**

**F26/27.033.1: Village Garden Hire:** The Committee considered a request from the Holy Trinity Church to use the Village Garden on Saturday 10<sup>th</sup> October 2026 for collecting prayers for those who would like to write out their prayer request and leave it with them, or for anyone who wished to be prayed for. This request was supported.

**F26/27.033.2: Parking on South Avenue:** The Committee discussed a recent complaint by a resident concerning inconsiderate parking on South Avenue. At certain times, especially in the evenings, drivers are parking on both sides of the road. It may be that double yellow lines are required along the eastern side of the road and a Traffic Regulation Order could be applied for.

There being no other business, the Chair closed the meeting at 8.33pm.

Chair