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MINUTES of the Meeting of the FINANCE, GOVERNANCE & ESTATES COMMITTEE held at 7.30pm on Thursday 15 October 2026 at the Hurstpierpoint Village Centre.

Members Present:	Cllr Duncan Ranger (Chair)	Cllr Sue Kelly
	Cllr Shaun Hole	Cllr Malcolm Llewellyn
	Cllr Rodney Jackson	Cllr Annette Street (Vice-Chair)

Also present: Sarah Groom, Clerk to the Council & Responsible Finance Officer and Stephen Witchell, Estates & Facilities Manager.

F26/27.045: Apologies for absence: Apologies for absence were received from Cllr Claire Majsai, Cllr Julia Shorrocks and Cllr Jayne Webb, and it was:

RESOLVED: That the Committee ACCEPTS the apologies for absence from Cllrs Majsai, Shorrocks and Webb.

F26/27.046: Declarations of Interest: There were no declarations of interest.

F26/27.047: Previous Minutes: The Committee considered the minutes of the Finance, Governance & Estates Committee meeting on 17 September 2026, and it was:

RESOLVED: That the Committee AGREED the minutes of the Finance, Governance & Estates Committee meeting held on 17 September 2026.

F26/27.048: Adjournment for questions from the public: There were no members of the public present.

F26/27.049: Parish Council Financial Monitoring for Month 6 (September 2026): The Committee noted:

(i) Payments of £67,112.76 Ex VAT). Payments include both August and September salaries.
(ii) Receipts of £192,329.71 (VAT N/A). Receipts include the second half year precept of £179,802.
(iii) Bank Reconciliations. These were signed by Cllr Street.
(iv) Balance Sheet.
(v) Nominal Ledger.
(vi) Income and Expenditure. A more detailed analysis was considered later in the meeting.
(vii) Q2 VAT Reclaim. The claim for Q1 had been received.
(viii) The funds held in CCLA shares (AAA Rating) on 30 September 2026 were £118,324.11.
(ix) Deposits and investment accounts held on 30 September 2026 were as follows:

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 6 (September 2026).

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F26/27.050: Village Centre Financial Monitoring for Month 6 (September 2026): The Committee noted:

(i) Payments of £1,590.05 (VAT N/A).
(ii) Receipts of £8,408.59 (VAT N/A). This includes a £3,000 top up from the Savings Account.
(iii) Bank Reconciliations. These were signed by Cllr Street.
(iv) Balance Sheet.
(v) Income and Expenditure. A more detailed analysis was considered later in the meeting.
(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 6 (September 2026).

F26/27.051: 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 on the newly published National Planning Policy Framework was attended by a small number of Members and new dates have been requested. The promised FAQ sheet on Pension risks has been chased and is awaited.
(ii) The Estates & Facilities Action Plan: The Committee noted all of the actions for 2026/27 including the completion of the redecorating at Court Bushes (8b), and at the Village Centre, the plans for the new velux windows, foyer decorating (10e) and the new office reception layout (10h). The hedge-laying at Hurst Meadows (6h) is planned for later in the year and the quote will be cross-referenced with the Hedge Laying Society. The Committee agreed to replace the Chantry Stables front door (3a) despite requiring a budget over-overspend. An update on the permissions required for the Christmas Light fixings to buildings and lamp-posts was given. A quote for repairs and replacement items is awaited and will be considered at the Council agenda for 22 October 2026 in case Earmarked Reserves are required. UK Power Networks are to return to South Avenue to remove the old telegraph poles and make good the pavements. WSCC is being chased for a replacement vehicle gate at St George's Green and extra chain link fencing will be added by the Parish Council contractor, and it was:

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

F26/27.052: Hurst Meadows Working Group: The Committee noted the minutes of the Hurst Meadows Working Group on 8 October 2026, and it was:

RESOLVED: That the Committee NOTED the minutes of the Hurst Meadows Working Group on 8 October 2026.

F26/27.053: Parish Council Half Year Financial Analysis: The Committee reviewed and assessed the Parish Council's financial position at the half year stage. The Committee agreed to ensure that any essential tree works required would be completed to ensure the safety of the public and assets even if over budget, and it was:

RESOLVED: That the Committee NOTES the half year financial analysis and AGREES:

i) To note the necessity to complete essential tree works which may require the Parish Council to over-spend further on the tree budgets;
ii) That additional transfers from Earmarked Reserves into Cost Centres are not recommended at this time; and
iii) Transfers from Cost Centres into Earmarked Reserves are not recommended at this time except it is noted that the £7,000 transfer from Court Bushes Cost Centre (211) to the Court Bushes Sinking Fund remains a priority at the end of the year.

F26/27.054: Village Centre Half Year Financial Analysis: The Committee reviewed and assessed the Village Centre's financial position at the half year stage and agreed to recommend the report to the Trustees, and it was:

> **RESOLVED: That the Committee NOTED the Village Centre charity's financial position at the half-way point of the 2026/2027 financial year and to recommend it to the Trustees at their 26 November 2026 meeting.**

F26/27.055: Budget and Precept Setting Timetable: The Committee reviewed the proposed timetable, principles and assumptions to commence the budget setting exercise for 1 April 2027 to 31 March 2028. The description for the spending of Earmarked Reserve 335 (South Avenue) and the estimated salary outturn for 2026/7 will be updated. The September 2026 CPI figure will be used for both the expenditure budget estimates for 2027/8 (unless other information is known) and the fees and charges increase. The Committee agreed to recommend them to Council for adoption as amended, and it was:

> **RESOLVED: That the Committee AGREED the proposed timetable, principles and assumptions to commence the budget setting exercise for 1 April 2027 to 31 March 2028 as amended, and to recommend them to Council for adoption.**

F26/27.056: The Committee NOTED the following information items, correspondence received and requests:

F26/27.056.1: Holy Trinity Church Prayers: The Holy Trinity Church had held an informal gathering and prayers session on the Village Garden on Saturday 9 October 2026 from 10am to 12pm, which had been very successful and wished to hold two further sessions on 14 November and 12 December 2026. The Committee were supportive of the use of the Village Garden for this purpose.

F26/27.056.2: Reeds Lane Oak Tree Carving: The Committee noted the impressive tree carving on the monolithed oak tree at Reeds Lane Recreation Ground (north) and thanked the Sayes Common Village Shop for commissioning and funding the works.

There being no other business, the Chair closed the meeting at 8.51pm.

Chair