



Minutes of the Meeting of the Finance Committee held on 3rd April 2025 6.30pm Winterton Hall

- Attendees** Parish Councillors: Phil Colmer (Chair); Paul Jordan; Nicholas Taylor; Andrew Woolf.
- F/25/11 **Apologies for absence:** Apologies received and accepted from Parish Councillor Rick Robinson.
- F/25/12. **Disclosure of interests:** Councillor Taylor declared an interest in the grant application from the Air Ambulance as a relative was a volunteer for Air Ambulance.
- F/25/13 **Minutes**
RESOLVED: to approve the Minutes of the Finance Committee meeting held on [14th January 2025](#)
- F/25/14 **Public participation:** None.
- F/25/15 **Quarter 4 Finances:**
Recommendation: - To receive and note:-
1 VAT – Qtr. 4 24/25 submission for repayment to HMRC.
RESOLVED as noted.
2. The bank reconciliations for Qtr. 4 (1st January – 31st March 2025).
RESOLVED to approve and to appoint signatories Councillors: Taylor, Woolf and Jordan to sign the Bank reconciliations and bank statements at the year end.
3. To consider the 2024/25 Budget Forecast Comparison spreadsheet at Quarter 4 (End of Year).
The Chair advised after accruals from 25/6 and prepayments for the year ahead the overall surplus for the year amounted to £39,298 which was explained in the majority to not completing the Kelsey Hall Playpark. The surplus enabled the Council to increase its General Reserve, as required by the auditor to £34218, whilst also reserving for the Playpark costs in 25/26 £12333 plus CIL £9936.
RESOLVED as noted the budget position and the Reserves at the year-end.
- F/25/16 **Banking:**
Recommendation – That the Direct Debit payments, as listed continue for 2025/26, be recommended to Full Council.
RESOLVED to recommend to the Annual Parish Meeting of the Council the following Direct debits for the year ahead:

BT GROUP PLC GP00802504 Active £45.73 17/03/2025 Monthly
ICO ZA140575 Active £35.00 22/11/2024 Yearly
OCTOPUS ENERGY A-EC6089BF-001 New
PUBLIC WORKS LOANS PLAISTOW Active £5155.00 23/09/2024 Half Yearly
SMART NUMBERS X76W87B Active £22.72 17/03/2025 Monthly

- F/25/17 **Grant Applications:**
Recommendation: - To consider and resolve upon the 2025/26 grant applications received (Tranche 1).
RESOLVED to approve the following grant awards (Cllr Taylor abstained from comment and voting regarding the Air Ambulance application):
LOXWOOD SPORTS ASSOCIATION £1000 (£1650 applied for)
PLAISTOW PRE-SCHOOL £2000 (£3000 applied for)
AIR AMBULANCE £500 (£500 applied for)
4 SIGHT £130 (£130 applied for)
KIRDFORD CHURCH £1500 (£1500 applied for ground maintenance in Kirdford)
- F/25/18 **2025/26 Budget:**
Recommendation: - To consider and recommend the updated 2025/26 budget to the Full Council.
The Chair explained the updated budget following receiving the final figures for 24/25 year end figures. The surplus from the previous year together with releasing funds from Ear Marked Reserves thought unnecessary enabled the increase of the General reserve to £60107, however an overall **deficit** was anticipated at this stage from the precept of **£16890.70** which would be partly reduced by the CDC anticipated grant for the Kelsey Hall Playpark of £9000.
RESOLVED to approve the updated 25/26 budget for recommendation to Full Council.
- F/25/19 **CIL Monitoring 2024/2025**
Recommendation: - To recommend for approval to Full Council the CIL Monitoring Return for 2024-2025 to submit to Chichester District Council.
RESOLVED to approve the CIL Monitoring Return for submission to the District Council.
- F/25/20 **Meeting Dates**
 - End of Qrt.1 meeting Finance Committee Meeting - 8th July 2025, 7.30pm, Winterton Hall, Plaistow.

The meeting closed at 7.10pm