



5th September 2025

An ORDINARY MEETING of the **FINANCE & GOVERNANCE COMMITTEE** will be held on **Thursday 11th September 2025 at 7pm** at the Brockridge Centre and the following business will be transacted.

All Committee Members are summoned to attend.

Kind Regards

L Squire

Linda Squire

Clerk/CEO & RFO to the Parish Council

AGENDA

1 APOLOGIES FOR ABSENCE

MOTION: To note apologies for absence.

2 DECLARATIONS OF INTEREST and DISPENSATIONS

With reference to items on the agenda Members are reminded of their responsibility to declare interests and to update their Register of Interests as required, and request any dispensations, under the Localism Act 2011.

3 MINUTES OF THE PREVIOUS MEETING (10th July 2025)

MOTION: Committee to approve and sign the minutes of the previous meeting.

4 OPEN MEETING

Public participation: Members of the public will be invited to speak and/or question the Committee on issues relating to this agenda or raise issues for future consideration. The period of time designated for public participation at a meeting in accordance with the Council's Standing Orders shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the chair of the meeting.

5 PAYMENTS FOR APPROVAL

MOTION: Council to consider approving the invoices for payment listed in the Appendix (including retrospective payments).

MOTION: Committee to consider and decide on approval of any invoices received after the agenda has been issued

MOTION: Committee to nominate 2 councillors to authorise the payments through the bank

6 CASH BOOK FINANCIALS & BANK RECONCILIATIONS

MOTION: Committee to note the Financial Reports as at 30/06/2025

MOTION: Committee to note the Bank Statements at 30/06/2025.

MOTION: Committee to note the Financial Reports as at 31/07/2025

MOTION: Committee to note the Bank Statements at 31/07/2025

- 7 FOOTBALL CHARGE FOR EXTRA PITCH**
MOTION: Committee to consider and decide on the charge for the additional pitch for the football club.
- 8 PAT TEST TRAINING FOR VOLUNTEERS**
MOTION: Committee to consider and decide whether to approve the PAT test training for volunteers to facilitate the repair cafe.
- 9 INSTALLATION OF NEW GATES AT THE PLAY AREA AT THE PARK**
MOTION: Committee to approve the installation costs for installing the new gates at the play area
- 10 PUBLIC SECTOR DEPOSIT FUND (PSDF)- CCLA**
MOTION: Committee to note the changes to the PSDF
MOTION: Committee to note the proposed acquisition of CCLA
- 11 UNITY TRUST BANK- FSCS ANNUAL REVIEW 2025**
MOTION; Committee to note the FSCS annual review and note the impact on the Council.
- 12 INVESTMENT CONSIDERATION**
MOTION: Committee to note an investment opportunity and consider whether it should be investigated.
- 13 STRUCTURAL ENGINEER REPORT**
MOTION: Committee to consider the structural engineer report and decide whether to approve the recommendations
- 14 REINSTATEMENT BUILDING REPORT**
MOTION: Committee to note the Buildings reinstatement report.
- 15 RECOMMENDATIONS FROM THE LEAF WORKING GROUP**
i) MOTION: To approve the purchase of two additional blister pack recycling boxes from Teracycle, at a cost of £216 (including VAT) per box.
ii) MOTION: To authorise the Climate & Nature Officer to apply for the Westerleigh Parish Council Solar Farm Grant, proposing a collaborative blister pack recycling project between the two parishes, and requesting financial support from Westerleigh Parish Council for future box purchases
iii) MOTION: To approve a £100 donation to the Woodland Trust, Nicky Stone's chosen charity, as a gesture of thanks for her delivery of two art workshops free of charge during the art exhibition week.
- 16 OLD EQUIPMENT**
MOTION: Committee to consider the disposal of the old kitchen equipment and petrol generator.
- 17 COUNCIL/COMMITTEE RESOLUTION MONITORING**
MOTION: Committee to note the updated resolution monitoring report
- 18 UPDATE ON TENNIS COURT BOOKINGS AND INCOME**
MOTION: Committee to note the tennis court bookings to date, annual memberships subscriptions and income.
- 19 ADDITIONAL OPTIONAL COSTS FOR THE NEW PATHWAY**
MOTION: Committee to consider the optional costs for the new pathway and decide whether to approve them
- 20 DATE OF NEXT MEETING**
MOTION: Committee to note that the date of the next meeting is 13th November 2025

CLOSED SESSION

21 E-BIKE UPDATE

MOTION: Committee to note the update on one of the E-bikes and decide on the next steps

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Members of the public and press are very welcome to attend

No.	Invoice Number	Company	Description	Net £	VAT £	Gross £
Invoice for Approval						
0609	18400	G B Sport & Leisure Ltd	2x Prosafe Park gates	1390.00	278.00	1668.00
0709	KPS422001	Procurement services	Photocopier rental 1/10/25-31/12/25	146.83	29.37	176.20
0809	INV.10009	CPS grounds ltd	Grounds maintenance- September 2025	1539.92	307.98	1847.90
0909	INV.9738	“	Grounds maintenance- August 2025	1539.92	307.98	1847.90
1009	INV.21745	Bristol waste	Grass collection-August- The Park	34.00	6.80	40.80
1109	INV-2025-05-000112	Festive Lighting	Christmas lights	4950.36	990.07	5940.43
1209	952	HGM Plumbing	Replaced pressure valve	76.00	15.20	91.20
1309	SI-101705	Sprint Print	Vinyl sticker for banners	20.00	4.00	24.00