



**Minutes of the meeting of the Finance and Administration Committee.
Held in Michael King Pavilion, Recreation Ground, Main Road,
Colden Common, SO21 1UU on Monday 2nd December 2024 at 7:00pm**

Present: Cllr Hazel Crosthwaite (Chair)
Cllr Maggie Hill
Cllr David Martin
Cllr Alex Loughran
Cllr Ian King

Apologies: None received

In attendance Debbie Harding (Clerk)
No members of the public

F12/24 To receive apologies for absence
No apologies were received

F13/24 To receive any Councillor declarations of pecuniary or non-pecuniary interests, in relation to any items on the agenda.

Cllr Hazel Crosthwaite declared a non-pecuniary interest in item F22/24, specifically any matters relating to the previously awarded grant to the Community Association as she is a Trustee.

Cllr Alex Loughran declared a non-pecuniary interest as a member of the Tennis Club which is situated near land to be discussed in the confidential agenda item F24/24.

F14/24 To approve and sign the minutes of the meeting of the Finance Committee held on 5th August 2024.

The minutes of the meeting held on the 5th August 2024 were agreed as an accurate record of the meeting, proposed by Cllr Hazel Crosthwaite, seconded by Cllr Maggie Hill carried.

F15/24 Update on minutes, correspondence and other relevant matters not included elsewhere on the agenda (for information only)

The adverse possession application for land at Alder Close has not yet been submitted. The Clerk has chased the application.

F16/24 To receive questions from members of the public
No members of the public were present.

F17/24 To receive a budget monitoring statement for the first six months of 2024-25 and a predicted forecast to year end.

To discuss/consider the merits of two projects for the financial year 2024-25 which could impact the year end forecasted reserves – Permissive footpath from Colden Common Park to the existing rights of way network and desilting works to Church Pond

To review a draft budget for 2025-2026, review ear marked reserves and a proposed precept¹ requirement and make a recommendation to Full Council

A budget monitoring statement which included a draft budget for the year 2025-26 was circulated prior to the meeting.

The following was resolved

To recommend to Full Council that provision be made using reserves for two unbudgeted projects for this financial year, if grant applications are unsuccessful. £18K for the Church Pond silt removal project and £10K to fence the new permissive footpath from Colden Common Park.

To recommend to Full Council a draft budget for the financial year 2025-26 with expenditure of £407,460.52, income of £124,540, use of reserves of £35,183.83 with a resulting precept demand of £247,736.69 which is no increase on previous years.

Proposed by Cllr Hazel Crosthwaite, seconded by Cllr Ian King and carried.

It was noted that the £130,000 project to replace the play area at Colden Common Park is included in the budget with a forecasted grant income of £80k towards the project. If this application is unsuccessful, the Council will need to assess whether the project can go ahead using reserves.

¹ Any member with Council tax unpaid for more than two months is prohibited from voting on the budget or precept by Section 106 of the Local Government Finance Act 1992 and must and must disclose at the start of the meeting that Section 106 applies to them.

F18/24 To note the maturity on 31st January 2025 of a 1-year fixed bond (value £85K) with Cambridge and Counties bank

The Parish Council currently has the following investments.

Bank	Access	Invested	Rate of interest as at 7 th Dec	Interest	Date matures
Nationwide 95 day	95 days	£25,000.00	3.80%	£950.00 ²	95 day notice
Nationwide instant access	Instant	£25,000.00	2.05%	£512.50 ³	n/a
Redwood	1 Year bond	£25,000.00	4.80%	£1,200.00	09/05/2025
Redwood	95 day access	£25,000.00	4.55%	£1,137.50	95 day notice
Cambridge	1 Year bond	£85,000.00	5.20%	£4,420.00	23/01/2025

It was resolved to delegate the Clerk authority to reinvest £85,000 in a 1-year fixed bond on the 23rd of January 25 when it matures from Cambridge and Counties bank.

Proposed by Cllr Hazel Crosthwaite, seconded by Cllr David Martin and carried.

F19/24 To receive a letter from Lloyds Bank regarding new banking charges

Lloyd’s bank will be introducing bank charges from the 14th January 2025 as the Parish Council no longer qualifies for a “Free” treasurers account due to high level of income and transactions⁴.

A monthly maintenance fee will be charged for the Parish Council admin account of £8.50 a month. Lloyds Bank tried to charge £8.50 for the two charity accounts, however, the Clerk has successfully argued that as they are charity accounts, they qualify for free banking.

In January 2026 the Parish Council will also be charged transaction fees. The first 100 transactions will be free, thereafter they will be charged at 20 pence per transaction.

It was agreed that the charges were acceptable and unlikely to be improved on, so the Council current banking arrangements will remain.

² Approx – rate fluctuates

³ Approx – rate fluctuates

⁴ Over 50K per annum

F20/24 To review and approve the Parish Council insurance schedule

The Committee reviewed the parish Council insurance schedule and resolved to make the following changes

	Declared Value	
Buildings	1,678,332	Community Centre insured by CCCA Values insured are £399K Main Road Pavilion, CCP £1,1984,000 & £80K garages/stores at CCP.
Contents	14,639	Laptops, Desk, Chairs in pavilions etc
Street Furniture	76,393	Streetlights covered by PFI, no benches insured or footpaths, boardwalks, wildflower planters, yellow security gates or bollards
Gates and Fences	1	Cover included bus shelters, Car park lighting, Village gateways and Speed limit reminders. No fencing insured - Metal or otherwise including no cover for play area fences
Playground Equipment	267,576	Pump track not insured
CCTV	0	Not insured
War memorials	0	Not applicable
Ground Surfaces/Sports Equipment	50,605	Cricket nets, goal posts. No cover for bowling green or football pitch damage
Mowers and Machinery	29,227	
Sports Equipment	30,160	Tennis Courts insured by TC. Bowls Green not insured nor football pitches
Regalia	0	
	<u>2,146,933</u>	

It was resolved to approve the Parish Council insurance schedule as detailed above, noting the following items are not insured

The Pump Track, Bowls Sprinklers, all benches, Community Centre Car Park, Wildflower planters, footpaths, all fencing including metal play area fencing and the Stratton Cope boardwalk.

Proposed by Cllr David Martin, seconded by Cllr Hazel Crosthwaite and carried.

The Clerk will advise the midterm adjustment insurance premium refund to the Committee after these changes are made.

It was noted that the Tennis Courts are insured by the Tennis Club as is the Community
Page 4 of 6

Centre by the Community Association, so they are not on the Parish Council insurance schedule.

The streetlights are covered under the Hampshire County Council PFI.

F21/24 To consider whether the tenders received for Colden Common Park play area via web transfer are acceptable to consider in the evaluation process.

Three play area tenders were submitted via Web Transfer, meeting the required deadline and downloaded after the tender process had closed.

It was resolved that as no competitive advantage was gained in the method of submission, they will be considered with the other submitted designs, proposed by Cllr Maggie Hill, seconded by Cllr David Martin and carried.

Cllr David Martin left the meeting.

F22/24 To resolve whether the Parish Council will consider a second grant application process

It was resolved to not open the grant process for further applications this year.

It was resolved to hold the previously awarded grant of £1,500 for the Community Centre in restricted reserves at year end, for release to the Community Association when they are ready to commence the project.

Proposed by Cllr Hazel Crosthwaite, seconded by Cllr Maggie Hill and carried.

F22/24 To agree any matters for the next meeting

No matters were raised.

F23/24 To resolve to close the meeting to members of the public to discuss matters in relation

To consider a request from Winchester City Council to vary the terms of the lease agreement that the Parish Council has for land West of the Tennis Courts

As these matters relates to confidential legal matters (and legal privilege) this matter can only be discussed in a closed meeting - it is in the public interest that public and press be excluded from this part of the meeting under legislation contained in the Public Bodies (Admission to Meetings) Act 1960

The Committee agree to the principle of amending the lease agreement with Winchester City Council and suggested a meeting on site to discuss concerns such as

- Impact on daylight
- Aesthetics of the recreation ground
- Access to maintain the Tennis Courts
- Potential of a new narrow footpath for wear and tear, slip and trip hazard
- Discussion on retaining trees.

It was resolved to request an onsite meeting to discuss this further and permission to include a member of the Tennis Club.

Cllr's King, Hill, Crosthwaite and Loughran to attend.

The meeting closed at 8.25pm.