



Congresbury Parish Council

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Minutes of the Extraordinary Finance Committee meeting of **Congresbury Parish Council**, held at the Old School Rooms, Congresbury on **Monday 7th October 2024** at 7.30pm.

Present: Cllrs Holland, Razzell, Hill and Burd

In Attendance: Gemma Palmer (RFO)

Members of the public or press present: None

Meeting commenced 7:30pm

2437 To receive apologies for absence.

Resolved: Cllr March

2438 Public participation

The Chair of the Committee will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion)

Resolved: None

2439 Declarations of Interest

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the Parish Council's Code of Conduct and to consider any requests from members for Dispensations.

Resolved: None

19:32 Cllr Jane Clarke entered the meeting.

19:33 Cllr Jane Clarke left the meeting.

2440 Exclusion of Press and Public

Recommended – that pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – to consider commercial matters.

2441 Congresbury Youth Partnership (CYP)

Review, discuss and consider past, present and future grant money application requests, payments and procedures, following relevant additional information provided by CYP.

Recommended: After careful consideration, Cllrs have requested a face-to-face meeting between members of the Congresbury Youth Partnership and Congresbury Parish Council Finance committee. Arrangements to be made at the earliest convenience to discuss this matter further and reach a suitable resolution. All Cllrs agreed.

2442 Budget 2024/25

To review and consider budget as at 31st August and/or 30th September 2024.

Resolved: Cllrs noted the budget as at 31st August and 30th September 2024. Any residual grant money for The Millennium Green Trust at the end of each fiscal year, will move into earmarked reserve 'EMR MGT Funds' for the Millennium Bridge repair(s). The Old School Room windows to be financed using both earmarked and general reserves. Cllr Holland proposed, and Cllr Hill seconded.

2443 Grant Policy

Annual review of the grant policy and application process

Resolved: The Grant Awarding Policy and application form were amended to be agreed for confirmation at the next available Full Council meeting. ALCA model Parish Grant assessment form to be adapted for Congresbury Parish Council use. Cllr Burd proposed, Cllr Hill seconded.

2444 Consideration of additional Bank account(s)

RFO to provide update of action made following the August Finance Committee meeting

Resolved: RFO informed Cllrs of a range of bank and building society options following a number of responses received from surrounding Parish Councils for recommendations of financial institutions they use. It was considered pragmatic to approach four financial institutions to seek further information and clarification of services they provide. This agenda item and any responses received to be shared at the next Finance meeting. Cllr Razzell proposed, Cllr Burd seconded all Cllrs agreed.

Meeting ended: 21:15pm

Signed: Date: