

Congresbury Parish Council

Orchard House
The Old School Rooms
Station Road
Congresbury
BS49 5DX

Chairman:
Parish Clerk: Nicky Andrews
RFO: Gemma Palmer
Administrator: Catrin Lewis

Tel: 01934 838802
www.congresbury-pc.gov.uk
Email: clerk@congresbury-pc.gov.uk
Email: finance@congresbury-pc.gov.uk
Email: admin@congresbury-pc.gov.uk

Minutes of the Finance Committee meeting of **Congresbury Parish Council**, held at the Old School Rooms, Congresbury on **Monday 3rd February 2025** 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

2454 To receive apologies for absence
Resolved: None

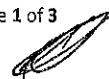
2455 Public participation
The Chair of the Committee will select the order of the matters to be heard. Each speaker will be limited to a period of three minutes (to a maximum of 15 minutes total public participation at the Chairman's discretion)
Resolved: None

2456 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

2457 Precept 2025/26
RFO provided details of the precept submission sent to North Somerset Council (NSC).
Resolved: All Cllrs noted the precept amount requested and electronic submission, within the allocated time, along with response from NSC to confirm receipt.

19:39pm Cllr Burd entered the meeting.

2458 Budget 2024/25
RFO provided the annual budget to show income and expenditure as at 31st December 2024. RFO provided update of meeting held at the Parish Office in December '24 with a Congresbury Community Library representative regarding ongoing matters.



Resolved: Following the Full Council meeting in January 2025, The Old School Rooms window refurbishment will be financed using general reserves. Cllr Razzell proposed, Cllr Holland seconded, and all Cllrs agreed.

Recommended: RFO to contact Library representative for an update of actions required before 31st March 2025. Congresbury Parish Council to obtain Insurance quotations from April 2025.

2459 Millennium Green Trust

Members reviewed bank accounts and considered a 5-year plan.

Resolved: 5-year plan noted. Risk assessment to be taken to next Millennium Green Committee meeting for update. NatWest account to be closed and all money to be placed in Congresbury Parish Council account and held in Millennium Green Trust earmarked reserve. Virgin Money account to continue with a small amount retained to keep account open, all remaining money to also be placed in Congresbury Parish Council account held in Millennium Green Trust earmarked reserve. Cllr Holland proposed, Cllr Hill seconded all Cllrs agreed.

2460 Consideration of additional Bank account(s)

RFO provided an explanation of action(s) taken following the December Finance Committee meeting and produced a report following an online teams meeting held with CCLA, to inform Cllrs about the Public Sector Deposit Fund (PSDF).

Resolved: 30% of precept to be invested as per CPC Investment Strategy to hold on contingency. The agenda item regarding CCLA will be on the next Full Council meeting. Cllr Holland proposed, Cllr Razzell seconded all Cllrs agreed.

Recommended: RFO asked to approach additional Building Society to seek further information and clarification of services they provide. Any further responses received to be shared at the next Finance meeting. All Cllrs agreed.

2461 Online booking or card payment system

Members asked to consider the potential set up implications, functionality and running cost(s)/booking fee(s) of online booking or card payment systems, for the Old School Rooms (OSR) via the Parish Website.

Recommended – Current booking system is dated and not suitable to use online. Having reviewed the functionality requirements, an online booking system would be considered practical and cost effective, to be investigated further. All Cllrs agreed.

2462 Local Government Pension Scheme (LGPS)

Members to review LGPS 2013: Regulation 60 - Policy Statement for Exercising Discretionary Functions

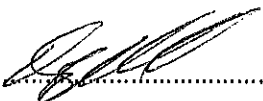
Resolved: LGPS 2013: Regulation 60 - Policy Statement for Exercising Discretionary Functions were amended, to include review dates, and agreed for confirmation at the next available Full Council meeting. Cllr Razzell proposed, Cllr Hill seconded and all Cllrs agreed

2463 Next Finance meeting

New financial year first meeting of 2025/26 date to be considered

Resolved: Monday 4th August 2025

Meeting ended: 21:00pm

Signed:..... Date:17/3/28.....