



Congresbury Parish Council

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Minutes of the Finance Committee meeting of **Congresbury Parish Council**, held at the Old School Rooms, Congresbury on **Monday 1st December 2025** at 7.30pm.

Present: Cllrs Razzell, Hill, Ballard and Burd

In Attendance: Gemma Palmer (RFO)

Members of the public or press present: 1

Meeting commenced 7:35pm

2511 To elect new a Chair for the year 2025/26

Resolved: Cllr Burd elected as Chair. Cllr Razzell proposed, and Cllr Ballard seconded.

19:38pm Cllr Hill entered the meeting.

2512 To receive apologies for absence

Resolved: None

2513 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 Chairs discretion)

Resolved: Di Hassan spoke about the Congresbury Youth Partnership and shared addition information regarding the Congresbury Life magazine, distributed to the residents of Congresbury approx. six times throughout the year.

19:46pm Di Hassan left the meeting.

2514 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

2515 Budget 2025/26

RFO provided the 2025/26 budget to show income and expenditure as at 31st October 2025.

Resolved: Annual budget report provided to show income and expenditure from April to October 2025. RFO report noted areas of the budget in detail with highlighted areas of increased income, and areas of predicted overspend. Each individual cost centre for income and expenditure were reviewed, movements between budget headings, and future considerations for the 2026/27 budget. Cllrs noted the budget as at 31st October 2025. Cllr Burd proposed, Cllr Razzell seconded and all Cllrs agreed.

2516 EMR 2025/26

To review and consider current earmarked reserves.

Resolved: CIL money received during 2025/26 moved to earmarked reserve 'EMR CIL monies 25-26'. Cllr Ballard proposed, Cllr Hill seconded all Cllrs agreed.

2517 Grants 2026/27

The following grant applications were considered;

- a) The Brightwell (West of England MS Therapy Centre) £250
- b) North Somerset Council Strawberry Line £1,000
- c) Congresbury Millennium Green £11,472
- d) Vine Counselling £500
- e) Congresbury Football Club £1,000
- f) Congresbury Scouts and Guides Group £1,000
- g) Congresbury Youth Partnership £20,000
- h) Congresbury Community Library £500
- i) Congresbury Life £1,200

Resolved: grant applications received for a-d, h & i provisionally agreed, grant application for g adjusted and provisionally agreed. All applications to be reviewed again for formal approval at the Full Council meeting in January 2026. Cllr Burd proposed, and Cllr Razzell seconded all Cllrs agreed.

Recommended: further information is required for grant applications e and f before a decision is made.

2518 Precept 2026/27

North Somerset Council (NSC) to write to Congresbury Parish Council in mid-December with information regarding the 2026/27 council tax base, and invitation for precept request.

Recommended – Following a review of the 2025/26 budget, provisional precept amount considered for 2026/27. NSC have yet to provide the necessary precept information therefore this amount will be revisited and approved at the Full Council meeting in January 2026. Deadline to submit precept request is Thursday 29th January 2026. All Cllrs agree.

2519 Unity Trust Bank Signatories

Members to consider addition/removal of Cllr(s) as authorised signatories

Resolved: Cllr Ballard to be added, RFO to create application form. Terms and conditions noted. All Cllrs agreed.

2520 Considerations of additional Bank account(s)

Update of action taken following the previous Finance Committee meeting in August 2025 and Full Council in September 2025.

Resolved: RFO advised the Financial Services Compensation Scheme (FSCS) is increasing the compensation limit to £120,000 from 1st December 2025, after review by the Prudential Regulation Authority (PRA) under the Deposit Guarantee Scheme Regulations 2015. RFO has written to three financial institutions and requested further information of services they could offer the Parish Council, and currently awaiting a reply. The Public Sector Deposit Fund (PSDF) is active, and Congresbury Parish Council (CPC) have received statements for the months of September and October 2025. This agenda item and any response received to be shared at the next Finance meeting. All Cllrs agreed.

2521 Avon Pension Fund

The Pension Administration Strategy (PAS) was approved in principle in September 2025, members reviewed and considered the Employer consultation on the Fund's new PAS.

Recommended: RFO to attend drop-in session, arranged by Banes Council, on Thursday 11th December 2025 to comprehend the new Pension Administration Strategy (PAS). Employers are invited to respond to this consultation by 30th January 2026, therefore this agenda item and any feedback will be shared at the next available Council meeting. All Cllrs agreed.

2522 To review and recommend;

(a) Grant Policy

Resolved: That the policy has been amended to be agreed at the next Full Council meeting. Cllr Burd proposed, Cllr Razzell seconded all Cllrs agreed

(b) Investment Strategy

Resolved: That the policy has been amended to be agreed at the next Full Council meeting. Cllr Ballard proposed, Cllr Burd seconded all Cllrs agreed

(c) Terms of reference

Resolved: That the policy has been amended to be agreed at the next Full Council meeting. Cllr Razzell proposed, Cllr Ballard seconded all Cllrs agreed.

2523 Next Finance meeting

Resolved: New date scheduled for Monday 9th March 2026

Meeting ended: 22:15pm

Signed: Date: