



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 10th August 2026** at 7.30pm.

Present: Cllrs Razzell, Hill, Burd and Barbour

In Attendance: Gemma Palmer (RFO)

Members of the public or press present: 0

Meeting commenced 7:30pm

2600 To elect a Chair for the year 2026/27

Resolved: Cllr Barbour elected as Chair. Cllr Razzell proposed, and Cllr Hill seconded.

2601 To receive apologies for absence

Resolved: None

2602 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: None

2603 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

19:35pm Cllr Burd entered the meeting.

2604 Annual Governance and Accountability Return (AGAR)

Resolved: 2025/26 year-end accounts submitted in time, necessary action taken on the Parish website and public noticeboard. Additional information sent to external auditor reviewed and agreed. RFO to provide further update once received from the external auditor. The resolution was correctly proposed and seconded (unanimous)

2605 Budget 2026/27

Members considered the budget as at 31st July 2026.

Resolved: RFO provided an explanation of the income and expenditure as at 31st July 2026, noted areas in the budget of increased & decreased income and predicted under & overspending. Individual cost centres were reviewed and agreed precept figure added. All Cllrs noted the budget as at 31st July 2026. The resolution was correctly proposed and seconded (unanimous)

2606 EMR 2026/27

To review current and consider new earmarked reserves

Resolved: Interest received in 2025/26 for new CCLA PSDF moved into an EMR, money remaining at year end moved into earmarked reserves for OSR Repairs and Maintenance, Public toilets and Burial ground. The EMR for Burial ground used towards replacement lanterns. An Allotment projects EMR was created, following min 2105. All Cllrs agreed. The resolution was correctly proposed and seconded (unanimous)

2607 Unity Trust Bank Signatories

Members considered addition and/or removal of authorised signatories and beneficiaries

Resolved: To add Cllr Barbour as authorised signatory and follow up Cllr Ballard application, to be added as an authorised signatory. To remove Cllrs Cove and Burd. The resolution was correctly proposed and seconded (unanimous)

2608 Insurance

To review the adequacy of cover for Congresbury Parish Council, and Millennium Green Trust, following internal auditor recommendation

Resolved: Commercial Combined Insurance Policy with Aviva Insurance Limited is considered adequate for 2026/27. To review power tool cover for the Millennium Green. The resolution was correctly proposed and seconded (unanimous)

2609 Considerations of additional Bank account(s)

Update of action taken following the previous Finance Committee meeting in February 2026 and Full Council meetings thereafter. Consider making an additional investment into the CCLA PSDF. Review additional members and/or removal of members on all accounts

Resolved: RFO to ask surrounding Parish Councils about their CCLA PSDF. This item to be taken to the next available Full Council meeting for further consideration, to increase the CCLA PSDF investment amount and complete a subscription form. To postpone opening a Skipton Building Society new community saver account. To elect Cllr Barbour as a CCLA PSDF account holder and remove Cllrs Holland and Burd. All Cllrs agreed. The resolution was correctly proposed and seconded (unanimous)

2610 Forward Planning

To review future requirements, consider priorities and related cost implications.

Resolved: RFO to create draft list/table to include details of possible works required, scale of priority, approximate costs, where the money could be sourced e.g. S106/CIL etc. This will be taken to the next available Full Council meeting for further consideration. All Cllrs agreed. The resolution was correctly proposed and seconded (unanimous)

2611 Grounds Maintenance (GM) and SSE Energy Solutions

Resolved: Following the July Full Council meeting, the Grounds maintenance invoice for June and July payments now agreed. Still awaiting further information requested, not yet received, to clarify SSE energy invoices. These will be considered at the next available Full Council meeting. All Cllrs agreed. The resolution was correctly proposed and seconded (unanimous)

2612 Next Finance meeting

Resolved: Monday 7th December 2026. All Cllrs agreed.

Meeting ended: 21.48pm

Signed: Date: