



Congresbury Parish Council

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

Chairman: Cllr Jane Clarke
Clerk: Nicky Andrews
RFO: Gemma Palmer

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**All Council meetings are open to the
public and press**

TO: All Members of the Finance Committee

4th August 2026

Dear Councillor,

You are summoned to a meeting of the **Finance Committee of Congresbury Parish Council** in the St Andrews Room, the Old School Rooms, Station Road, Congresbury, on **Monday 10th August 2026 at 7.30pm**. The meeting will consider the items set out below.

At the start of the meeting there will be a public participation session to enable the people of Congresbury to address the Council on any issue, subject to time available. Each speaker will be limited to a period of up to five minutes with a maximum total time of 15 minutes.

Emergency Evacuation Procedure for the Old School Rooms is the car park entrance.

Nicky Andrews

Nicky Andrews
Parish Clerk

A G E N D A

- 1. To elect a chair for the year 2026/27**
- 2. To receive apologies for absence**
To receive any apologies for absence and to approve the reasons given.
- 3. 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).
- 4. 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.
- 5. Annual Governance and Accountability Return (AGAR)**
Members to note year-end accounts for 2025/26, submitted to the external auditor within the statutory deadline.
- 6. Budget 2026/27**
Members to consider Budget as at 31st July 2026
- 7. EMR 2026/27**
To review current, and consider new, earmarked reserves
- 8. Unity Trust Bank Signatories**
To review and consider addition and/or removal of authorised signatories
- 9. Insurance 2026/27**
To review the adequacy of cover for Congresbury Parish Council, and Millennium Green Trust, following internal auditor recommendation.
- 10. Considerations of additional Bank Account(s)**
RFO to provide update of action taken, following the February 2025 Finance Committee. Consider making an additional investment into the CCLA PSDF account. Review additional members and/or removal of members on all accounts.
- 11. Forward Planning**
Members to consider and review future requirements, and related cost implications.
- 12. Grounds Maintenance (GM) and SSE Energy Solutions**
To review the SSE invoice(s) with associated documents, and GM works invoice(s) following July Full Council meeting
- 13. Next Finance meeting**
Date to be confirmed