WARNDON VILLAGES PARISH COUNCIL – FINANCE COMMITTEE MEETING

Minutes of a Finance Committee meeting (held virtually), commenced 7.00 p.m. on 17 November 2025

Present: Cllrs K Collier, S Forrest and D Merriman

In attendance: the Clerk

1. Apologies

Apologies were received from Cllr L Hodgson

2. Declarations of Interest and consideration for requests for Councillor Dispensations in line with S33 of the Localism Act 2011

Cllr Collier declared Trusteeship of the Lyppard Hub Trustees board.

3. To report the Minutes of the previous meeting on 27 January 2025.

The Minutes were noted, previously approved.

4. To consider Internal Audit arrangements 2025-26

The internal audit is scheduled for 10 February 2026.

5. To review Budget YTD 2025-26

The committee reviewed the current budget and the Clerk's estimated out-turn for the current financial year ending 31 March 2026. There were no major items of expenditure in excess of what is currently accounted for to report.

6. To consider Budget 2026-27

The committee made an initial review of anticipated budget for the 2026-27 financial year.

4110 Insurance - £1,200 estimate to be reviewed to account for additional declared assets and potential valuation of Apex Ponds when formally acquired.

4420 Professional Fees – estimate of £2K to be reviewed to account for future fees for legal costs around s52 matters.

4330 Play Areas - - estimate of £2K to be reviewed in January. WVPC may need to increase budget to maintain additional Parish areas currently maintained by WCC

4380 Table Tennis Tables – this will be removed from 2026-27 budget

4200 Estate Management 1 – estimate of £17,848 to be reviewed in January pending further investigation of WCC costs

Estate Management 2 – estimate of £10K to be reviewed in January pending situation of ash die-back in the parish

4240 Environmental Warden – estimate of £45,243 needs further clarification of Warden's hours and duties

4400 Lyppard Hub grant – estimate of £37,648 as agreed (inflationary increase) in the new Hub / WVPC agreement. Possibly set a £3K EMR to cover contingencies

4405 S137 grants – increase to £1,200

4410 Other grants – decrease to £2K in light of decrease in applications

1076 Precept – to be reviewed in January pending advice or information from WCC and implications of possible devolution

7. Assets

For insurance purposes the revalued Chain of office to be updated on the Assets Register to £4,500

The new Mabbs Allotments standpipes, plus two existing standpipes on site will be added to the Assets Register for insurance purposes at value of £4,500

8. Investment policy

The internal audit 2024-25 raised the issue that WVPC needs to inaugurate an investment strategy and policy or similar if its bank balances (deposit and current) exceed £100K in any year. Such a strategy/policy needs to be reviewed annually:

[From the internal auditor report]
Finance Regulation 8.5. The Council shall consider the requirement for an Investment Strategy and Policy in accordance with Statutory Guidance on Local Government Investments, which must written be in accordance with relevant regulations, proper practices and guidance. Any Strategy and Policy shall be reviewed by the Council at least annually.

The Joint Panel on Accountability and Governance (JPAG) guide 2024 — Arrangements need to be in place to ensure that the authority's funds are managed properly and that any amounts surplus to requirements is invested appropriately, in accordance with an approved strategy which needs to have regard to DLUHC's statutory Guidance on local government investments. If total investments are to exceed the threshold specified in DLUHC's statutory guidance at any time during a financial year, the authority needs to produce and approve an annual Investment Strategy in accordance with the DLUHC guidance.

The committee to review the relevant guidelines and further discuss in January.

9. Date of the Next Meeting: January 2026 tbc

The meeting closed at 8.00pm

Signed: …… Date: ……