

**Minutes of the meeting of the Finance and Governance Committee held in the Committee Room
Community Centre, Eskdale Road on Tuesday 2nd September 2025**

PRESENT: Councillors Kirve (Chair), Ezra, Shrivastava, and Wood.
Clerk: Tony Skeggs Assistant Clerk: B Hotya

F25/20	APOLOGIES – There were no apologies.	
F25/21	DECLARATION OF INTEREST – There were no new declarations of interest.	
F25/22	MINUTES OF PREVIOUS MEETING a) The minutes of the Finance and Governance Committee meeting held on 10 th June 2025 were AGREED as a true and accurate record. b) The Action List was reviewed.	
F25/23	POLICIES The following policies were reviewed: a) Scheme of Delegation – The Scheme was adopted with no amendments made. b) Investment - The Scheme was adopted with no amendments made following a discussion on the difference between a deposit account and an investment account. An item was to be included on the next Parish Council agenda regarding section 5.3. c) Health & Safety - The Scheme was adopted after the following amendments were to be made: 9.1 – To be reworded to include “vaping” and “centre”. 10 and 11 – These sections to be merged and retitled “Lone Working and Safeguarding of Employees” with the Lone Worker policy to be reviewed at the next meeting. - Appendix 1.1 – The temperature to be shown as 16 degrees Celsius. d) Grant Awarding – An additional bullet point to be added referring all SMVCA grants to the Full Council for approval. It was AGREED to create a poster advertising that grants were available.	Clerk
F25/24	FINANCIAL MONITORING 31 AUGUST 2025 The Clerk presented the financial monitoring statement as at the 31 st August 2025. It was NOTED that there was no income forecast for the export tariff from the solar panels. The Clerk was to find out when an agreement could be expected. The approved budget had been updated to reflect the £10,000 approved by Full Council for the Social Engagement projects. The forecast position showed a £53,980 deficit against a budgeted deficit of £68,200. The Chair would review the forecast budgets for the Full Council meeting.	Cllr Kirve
F25/25	STAFFING ORDERS a) It was NOTED that Brigitta Hotya had joined on the 18 th August as the new Assistant Clerk replacing Peter Rayner who had retired. b) It was NOTED that Will Hawes-Davies had joined on the 11 th August as the new Parish Warden. It was suggested that he come to the next Full Council meeting so everyone could meet him. Councillors to be asked if there were any small projects that the Parish Warden could undertake.	
F25/26	DATE OF NEXT MEETING The next meeting would be on Tuesday 14 th October 2025.	
	EXCLUSION OF THE PUBLIC – Confidential Item To resolve that under the Public Bodies (Admissions to Meetings) Act, the public and press be excluded from the meeting during consideration of the following item of business as	



	publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.	
F25/27	STAFFING a) The Chair reported that he had spoken to MKBALC about the scope of the Clerk's role acknowledging that it had widen. The next step was for the "elements of change" to be recorded in a template that would then be reviewed and assessed by MKBALC. b) Cllr Shrivastava reported that there has been an accusation made against a councillor following an accusation made against a member of SMVCA in relation to an "alleged" sending of an email by a third party. The Chair of the Parish Council had contacted both parties asking for their version of the event. The Councillor had decided to step back from Council duties until the situation was resolved. <i>The situation had now been resolved.</i>	Cllr Kirve

The meeting closed at 8.50pm.

Signed: _____

Date: 2nd September 2025

Action List

Date	Minute	Description	By Whom	Status
13/02/24	24/04	Investigate Change of Internal Auditor.	Clerk	Outstanding
11/04/24	24/18	Online Information Security Training Courses.	Clerk	Outstanding
11/02/25	25/06	Arrange for new door lock / fire hammer.	Clerk	In Progress
02/09/25	25/23	Update Reviewed Policies	Clerk	
02/09/25	25/24	Review Forecast Budgets for Full Council	Cllr Kirve	
02/09/25	25/27a	Complete Elements of Change Template	Cllr Kirve	