CHURCH CROOKHAM PARISH COUNCIL

Finance & Policy Committee Minutes

Date:	14/07/2025
Place:	Acorn Hall
In attendance:	Cllr Bruce Bulgin, Cllr Debbie Moss, Cllr Gareth Saunders, Cllr Annette Whibley
Also:	

Meeting commenced at 19:30

25/026	**Apologies for absence** Apologies were received by Cllr Gill Thomas
25/027	**Approval of Minutes from previous meetings** Minutes of the meeting held on the 14th April 25 were approved as a correct record of the meeting **Proposed GS, all in favour.**
25/028	**Dispensations** None were received
25/029	**Declaration of interest relating to any item on the agenda.** None were received
25/030	**Chairman's announcements** No announcements were made.
25/031	**Public Session** No members of the public present
25/032	**Martins Law** To receive a report and approve any recommendations in light of Martyn's law. See Report. The report was reviewed, and it was agreed that the staff and councillors will attend the relevant training courses as soon as they become available.
25/033	**Actual vs Budget** To review the actual vs. budget figures for 1st quarter 2025/26. S106

		Values		
Inc or Exp	Type	Sum of Budget 25/26	Sum of Actuals year to date	S
Income	Income Other		0	
Income Total			0	
Exp	Grounds Maintenance	-102,400	-16,945	
	Allotment	-14,100	-1,973	
	C Park Open Spaces	-408	-77	
	Investment		0	
Exp Total		-116,908	-18,995	
To EMR	EMR	0	0	
To EMR Total		0	0	
Grand Total		-116,908	-18,995	

YTD General expenditure £19k vs 1st qtr budget of £29k - Grounds Maintence billed in arrears therefore 2 mths billed only.

Precept

		Values	
Inc or Exp	Type	Sum of Budget 25/26	Sum of Actuals year to date
Income	Precept	255,689	127,84
	Facility Income	103,050	32,94
	Income Interest	101,800	13,30
	Income Other	1,500	
Income Total		462,039	174,09
Exp	Employment Other	-3,558	-82
	Employment PAYE	-141,743	-35,41
	Admin	-63,002	-16,01
	Community Support	-31,475	-5,55
	Comm Centre Costs	-53,978	-15,98
	Peter Driver Premises	-8,703	-1,99
	Grounds Maintenance	-61,107	-25,73
	Tennis Courts	-2,244	-65
	Supplies	-510	-38
	Allotment Ancillary Facilities	-7,703	-1,01
Exp Total		-374,022	-103,57
Project	Project	-5,000	
Project Total		-5,000	
To EMR	EMR	-83,016	-83,01
To EMR Total		-83,016	-83,01
From EMR	EMR	0	14,32
From EMR Total		0	14,32
Grand Total		0	1,83

Income
Precept second tranche of £128k due in September. Allotment front ended annual invoice otherwise Other facility income on track. Flagstone interest on matured cash deposits to date - £13k.
Expenditure
Open Space Maintence expenditure £14k YTD - Ref Azalea new slide partly off set by £4k
EMR release and awaiting reimbursement of S106 funds from Hart DC.

	Otherwise expenditure generally as budgeted. EMR Budgeted EMR's were journaled in month 1 EMR releases YTD include £6k community centre for new grass surface, £4k Azalea slide and £5k tree planting. To note - Insurance Vs budget, based on renewal will be greater than budget for the year. Parish Events - Will monitor closely for rest of the year, may need to consider larger budget for future years. Comm Centre maintenance whilst offset by £5k EMR, we need to carefully monitor for the rest of the year.
25/034	**Ear Marked Reserves** Ear Marked Reserves To review earmarked reserves and general reserves as at 30th June 2025 Y TD Precept EMR movements represent the budgeted EMR movements in the year. EMR releases YTD include £6k community centre for new grass surface, £4k Azalea slide and £5k tree planting. It was agreed that General Reserve currently £156k was at an appropriate level at this stage in line with Treasury & Investment policy. Ear Marked Reserves held at the end June total £1,260,371.56. Of which £876k Precept EMRs and £226k S106 (net of investments £1.34M which are shown as negative EMRs) See report.
25/035	**Investment quarterly review** To review the performance of the council's investments, deposits, and instant access accounts and make recommendations to Full Council for any actions required CCLA The current investment of £900,000 which is a unit holding of 276,314. As of 30th June 2025 the current mid-market valuation was 2.827981p per unit thus a valuation of £781k a small improvement on the March quarter close of £780k. The mitigation shortfall of £119k is now partially offset by the current EMR held of £85k. This was increased from the year end by the budgeted EMR movement in month. Therefore current shortfall of £34k Flagstone Cash Deposits Since reporting in April - Cash deposits held at the end of June - £719k Cash investments held at the end of June - £859k Chair confirmed that all financial institution deposit criteria were met as per CCPC Treasury & Investment policy at the time of placing since the last F&P meeting. £95k was placed on Standard Charter for 3mths - until September 2025 £90k was placed on Aldermore for 12mths - until May 2026 £153k was rolled with Standard charter for 3mths until September 2025 £100k on Aldermore was rolled to Hampshire Trust 5yrs in July 2025 until July 2030 All maturity interest has been withdrawn. Sainsburys £100k on deposit until June 2026 matured 8th July due to closure of their banking arm. It has been agreed to be placed on deposit for 18mths. Require recommendation of Finance & Policy Committee for approval i) Nationwide 6mths £295,725.16 precept maturing 20/08/2025.**Rollover for 6 months** ii) Standard Chartered Bank 3mths £95,725.16 precept maturing 01/09/2025. **Withdraw funds to current account and re invest £60k on deposit for 3mths.** iii) Standard Chartered 3mths £153k Precept due to mature 23/09/2025**Rollover for**

	3 months **Proposed GS, seconded DM, all in favour.** Bank balances at end June Precept Unity current account 41k Unity payroll account 21k Unity deposit account 18k Flagstone HSBC Instant Access 85k Flagstone Standard Charter Bank3 month deposit 96k Flagstone Standard chartered 3 months 153k Flagstone Nationwide 6 months 295k Flagstone Aldermore 12 month deposit 90k S106 HSBC Current and Deposit £9k Flagstone Aldermore to March 26 223k Flagstone Hampshire Trust Instant Access 85k Flagstone Holding Acct 111k
25/036	**Debtors reports** To review reports and recommend for approval at Full Council Debtors report shows total debt outstanding of £5996. Debt ageing profile current i.e. June billing £3333 May £522 April & older £1971 of which £1300 outstanding allotment rent. All old debt is currently being chased.
25/037	**Review of policies.** To review the Policy Review Procedure. The policy review schedule has been updated/ renewed to include all new HR policies and to assist in timely call off for review of policies. Due to the total number of policies and other governance-type issues that need to be recorded, it feels appropriate to agree a Policy review procedure. F&P to agree and approve to recommend to Full Council: a) Frequency is appropriate b) Timing in year for review is appropriate e.g. Fee charging schedule to facilitate the budgeting process c) Reviewing committee is appropriate This review schedule could also include contract renewal dates / insurance / service level agreements so that review of these processes also happens in a timely manner.
25/038	**Next Finance & Policy Committee meeting** Monday 13th October 2025