

ST CLEER PARISH COUNCIL

Minutes of the Finance and General Purposes Committee meeting of St Cleer Parish Council held on 02.07.25, at 8pm at The Sports Pavilion, Sports Field, St Cleer.

Minutes written by Clerk Katie-Marie Goodwright on 03.07.25

Agenda points are in black and minutes are in blue

Ref	Referen	Item
F2025.07.02-1	1.	<p>Persons Present/Apologies</p> <p>To note persons, present and receive apologies for absence.</p> <p>Minutes:</p> <p>Present - Clerk Katie-Marie Goodwright</p> <p>Cllrs Jon Prinn ▾ Raymond Pearce ▾ Lou Laybury ▾</p> <p>Apologies received - Cllr Harbord</p>
F2025.07.02-2	2.	<p>Receive any Declarations of Interest from Members/Dispensations</p> <ul style="list-style-type: none"> - Disclosable pecuniary interests - Non-registrable interests - Declarations of gifts - Applications for dispensations <p>Minutes:</p> <p>Dispensation received from Cllr Laybury in relation to item 8 as partner is applying for the contract. Council decided to roll item 8 to avoid any conflict of interest so dispensation is not needed</p>
F2025.07.02-3	3.	<p>Allow up to 15 Minutes for members of the public to address the council.</p> <p>Minutes:</p> <p>None</p>
F2025.07.02-4	4.	<p>TO REVIEW AND APPROVE previous F&GP meeting minutes from May 2025</p> <p>Minutes:</p> <p>Cllr Raymond Pearce ▾ proposed to accept the F&GP meeting minutes from May 2025</p> <p>Cllr Jon Prinn ▾ seconded</p> <p>Outcome: Carried ▾</p>
F2025.07.02-5	5.	<p>TO REVIEW AND UPDATE Corporate Risk assessment, to recommend to full council</p> <p>Minutes:</p> <p>Members reviewed updated RA drafted by Clerk and and updated</p> <p>Cllr Raymond Pearce ▾ proposed to accept the updated Corporate Risk assessment, a recommend to full council</p> <p>Cllr Raymond Pearce ▾ seconded</p> <p>Outcome: Carried ▾</p>
F2025.07.02-6	6.	<p>TO REVIEW budget update for June 2025</p> <p>Minutes:</p>

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		Members reviewed the June 25 budget review, and discussed headers that were predicted to have an over / under spend of 15% forecasted for the year end. Notes on green highlighted items to be discussed at full council where spend needs to be decided.
F2025.07.02-7	7.	TO REVIEW Earmarked Reserves Minutes: Earmarked Reserves reviewed - no spend to date.
F2025.07.02-8	8.	To REVIEW the Facilities and Grounds Contractor SLA and RECOMMEND to full council Minutes: To be rolled to full council meeting
F2025.07.02-9	9.	TO REVIEW the following policies / agreements and RECOMMEND to full council <ul style="list-style-type: none"> - a - Allotment Tenancy agreement and Management procedure - b - F&GP - TOR - updated preapproved payments list for clarity Minutes: A - Allotment tenancy agreement and management procedure updates reviewed and discussed Cllr Raymond Pearce proposed to recommend the updated version of the allotment tenancy agreement and management procedure to the allotment association for ratification by the association, to be brought back to full council for approval Cllr Jon Prinn seconded Outcome: Carried B - F&GP TOR updates discussed - changes made to make pre-approved payment list more defined Cllr Jon Prinn proposed to recommend the updated version of the F&GP Terms of reference to full council Cllr Raymond Pearce seconded Outcome: Carried
F2025.07.02-10	10.	Date of next meeting: 10.09.25

Meeting closed at: 21.37

To be ratified by F&GP committee on: 10.09.25

Signed by:

Signed:

Date signed:

Note for minutes viewed from our website from - only draft minutes are uploaded to the website from 12.03.25. Where drafted minutes require changes upon ratification, a modified document will be uploaded to the website with changes highlighted