



BRANTHAM

Parish Council

MINUTES of the Finance Committee Meeting held on Wednesday 22nd January 2025 at 7.30pm at Brantham Village Hall

Present: Cllrs Bridgeman (Chair), Osben, Cherry & Clark

In Attendance: Sarah Keys (Clerk/RFO), Fiona Coley and 1 member of the public

FC 01.25.01 - APOLOGIES FOR ABSENCE

- a) Committee to receive apologies – None
- b) The Committee to consent to apologies received – N/A.

FC 01.25.02 - MINUTES

To consider and approve the minutes of the Finance Committee meeting on 27 November 2024 – **the Committee agreed that the minutes were approved, aif.** The minutes were duly signed by the Chair.

FC 01.25.03 - ACTIONS

- a) To review progress of highlighted actions from previous month – see below:

Minute no.	Action	Dismissed/ Ongoing
FC 10.24.05 - b	Contributions Bowls club – Clerk to request details of what item from 1-6 they would prefer and then feed back to the next meeting – <i>Email sent by Clerk still waiting a reply.</i>	Dismissed
FC 10.24.05- c	Contributions - Brantham Village Hall – <i>LC to provide a new layout for bathrooms, CIL application to be updated with this information.</i>	Ongoing
FC 10.24.11 – a	SK is going to look into the cost of setting up a Neighbourhood plan and then when this is known it could be taken to full Council – <i>MB provided an update in relation to the NHP. He advised that EO, SK and himself will be meeting Paul Bryant from BDC in order to discuss the NHP further.</i>	Dismissed
FC 10.24.12	LC is going to sort banking – LC is going to contact the bank to establish why SK cannot get access to the deposit account. – <i>LC advised that EO is now online and has access to the accounts. SK advised that she now has access to the deposit account. The next person that will need to be set up is Cllr Clark.</i>	Dismissed

FC 01.25.04 - BANK RECONCILIATION

- a) To confirm completion of a bank reconciliation – Has not been done and will be done before next meeting.
- b) To discuss any issues arising from the reconciliation – None

FC 01.25.05 - BUDGET TO ACTUAL REPORT

- a) To review/approve the Budget to Actual Report to 31 December 2024 (PAPER 1) – SK provided an update of the budget report. MB advised we are closer to using our budget than we have ever been, however SK explained that the new staff (one additional litter picker and Assistant Clerk) were not included in the original budget and hopefully things should even out. Following discussion **the Committee approved the report, aif.**

FC 01.25.06 - CONTRIBUTIONS

- a) To note contributions/grants expenditure committed to date (PAPER 2) - Noted
- b) To consider any requests received from local groups in line with the BPC Contributions policy and to agree an appropriate donation from Brantham Parish Council: - Brantham Open Spaces Group – (PAPER 3) – The request was discussed **Cllr Osben proposed that this request should be funded from the BOS budget, this was seconded by Cllr Bridgeman, aif.**



FC 01.25.07 - COMMUNITY INFRASTRUCTURE LEVY

- a) To receive an update on the monies held under the CIL Reserve & monies expended to date on projects (PAPER 4) all noted the current CIL position which showed income received in 2024-25 of £49,974.64 to date, the Committee noted committed expenditure in the sum of £5796.00 all resulting in a balance of available funds after committed expenditure in the sum of £100,010.27
- a) To consider/formally agree allocation of CIL funding to Brantham Skate Park project – SK explained that she wants to proceed with a CIL request to Babergh District Council and would like to include a start-up fund from Brantham Parish Council. The total cost of the project will be approximately £180,000 and a CIL request from BDC would fund approximately £100,000 maximum.
Cllr Evedane and the Clerk propose to approach other Parish Councils to request funding and will set up a “Go Fund Me” page. Following discussion **Cllr Bridgeman proposed that the Committee should recommend to full Parish Council that £40,000 of Parish Council CIL funds was allocated to this project, this was seconded by Cllr Clark, aif.**
Cllr Bridgeman suggested that East Bergholt Parish Council should be approached to see if they would match fund this amount. *(ACTION – Clerk)*
- b) To consider/agree allocation of funds to any other potential projects going forward – see above.

FC 01.25.08 REQUESTS FOR PROJECTS FROM BPC COMMITTEES/SUB-COMMITTEES

- a) To consider/approve any requests for projects and funding necessary from BPC Committees, Sub-Committees and Groups - none received
- b) To consider/agree next steps as necessary – none.

FC 01.25.09 - NEIGHBOURHOOD PLAN FOR BRANTHAM

- a) To receive an update from the Chair of the Parish Council – Update to be provided once meeting has been held with Paul Bryant from Babergh District Council.
- b) To consider/agree next steps as necessary – None

FC 01.25.10 - ANY OTHER BUSINESS - None

FC 01.25.11 - DATE OF NEXT MEETING

Wednesday 26th February 2025 7PM at Brantham Village Hall.

The meeting Start: 19.34 closed at 19.56

SIGNED.....DATED.....



ACTIONS

Minute no.	Action	Who
FC 01.25.07	Contact East Bergholt Parish Council and see if they would match fund the £40,000 offered by BPC for the skate park.	Clerk
FC 01.25.07	Skate park CIL allocation of £40,000 to be taken to full council for discussion and decision.	Chair
FC 01.25.09	To review the video about Devolution and feed back to the group.	MC