



BRANTHAM

Parish Council

MINUTES of the Finance Committee Meeting held on Wednesday 25 June 2025 at 7pm at Brantham Village Hall

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

In Attendance: Sarah Keys (Clerk/RFO)

FC 06.25.01- APOLOGIES FOR ABSENCE

- a) Committee to receive apologies – Cllr Cherry
- b) The Committee to consent to apologies received – aif

FC 06.25.02 - MINUTES

To consider and approve the minutes of the Finance Committee meeting on 28 May 2025 – **Cllr Clark proposed that the minutes of the Finance Committee meeting on 28 May 2025 be approved by the Committee and signed by the Chair, this was seconded by Cllr Bridgeman, aif.** The minutes were duly signed by the Chair.

FC 06.25.03 - ACTIONS

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

Minute no.	Action	Dismissed/ Ongoing
FC 05.25.05 (a)	Instruct Gadd Brothers to plant the Tree. <i>Completed – tree expected to be planted at the end of July 2025</i>	Dismissed
FC 05.25.05 (d)	Make contact with provider to purchase a new website. <i>Completed – new website build underway</i>	Dismissed
FC 05.25.10 (a)	Apply for a Lawful Development Certificate <i>Completed – decision expected mid August 2025</i>	Dismissed

FC 06.25.04 - CONTRIBUTIONS

- a) To note contributions/grants expenditure committed to date- *The Clerk advised that to date £50 has been spent so far.*
- 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 BOWLS CLUB – the Committee reviewed the request received from Brantham Bowls club. Following discussion **Cllr Clark proposed that a donation of £763.02 was approved to pay for the commemorative golf towels, this was seconded by Cllr Bridgman, aif.**
 - MANNINGTREE & DISTRICT COMMUNITY BUS – the Committee reviewed the request for support with the running costs of the bus. Following discussion **Cllr Osben proposed that a donation of £250 should be approved, this was seconded by Cllr Clark, aif.***ACTION – Clerk to arrange payment*

FC 05.25.05 - COMMUNITY INFRASTRUCTURE LEVY

- a) To receive an update on the monies held under the CIL Reserve and monies expended to date on projects – The Committee noted the Paper circulated and that there had been no change in month. The Committee noted a balance of available funds after committed expenditure in the sum of £58,464.62
- b) To consider/agree allocation of funds to any other potential projects going forward – no updated projects noted.

FC 06.25.06 – 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 :



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- SKATE PARK PROJECT– the Committee noted the recommendation from the Clerk that the Skate Park working group be given delegated authority to purchase required items required for Skate Park work, via the Clerk and within the Clerk’s ordinary spending limits. This would enable the Skate Park project to move forward smoothly and without delay. **Cllr Bridgeman proposed that this recommendation was approved, this was seconded by Cllr Clark, aif.**
 - SERVICES COMMITTEE – the committee noted the comments from Cllr Cherry about the Palfrey Heights bus shelter that appears to be in a bad condition. Cllr Bridgeman suggested that instead of replacing this it could be improved by cleaning. Following discussion, it was agreed that Cllrs Osben and Cherry would review the shelter and feedback at the next meeting. *ACTION – Cllrs Osben and Cherry.*
The Clerk noted that a request for a bus shelter at Temple Pattle for School children had been received via Cllr Heywood. The Clerk informed the Committee that she had discussed this possibility with County Cllr Harley who would request permission from Suffolk County Council if there was a definite interest from the Council. Following discussion, it was agreed that the site would be reviewed by Cllr Osben with Cllr Heywood and a recommendation would be made to the next Finance Committee meeting. *(ACTION – Cllr Osben)*
- b) To consider/agree any other next steps as necessary- **Cllr Clark proposed that the Clerk should proceed to obtain a Lawful Development Certificate for the Skate park, aif.**

FC 06.25.07 – ANY OTHER BUSINESS - None

FC 06.25.08 - DATE OF NEXT MEETING

Wednesday 23 July 2025, 7pm at Brantham Village Hall

Meeting Closed at 7.28pm

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

ACTIONS

Minute no.	Action	Who
FC 06.25.04	Arrange payment of donations	Clerk
FC 06.25.06	Review state of Palfrey Heights bus shelter and consider if this can be improved with cleaning	Cllrs Osben and Cherry
FC 06.25.06	Review location for additional bus shelter with Cllr Heywood	Cllr Osben