



MINUTES of the Finance Committee Meeting held on Wednesday 28 January 2026 at 7pm at Brantham Village Hall

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

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

FC 01.26.01 APOLOGIES FOR ABSENCE

- a) Committee to receive apologies – None.
- b) The Committee to consent to apologies received – none received.

FC 01.26.02 MINUTES

- a) To consider and approve the minutes of the Finance Committee meeting on 26 November 2025 – the Committee reviewed the minutes. **Cllr Clark proposed that the minutes of the Finance Committee meeting on 26 November 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 01.26.03 ACTIONS

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

Minute no.	Action	Dismissed/ Ongoing
FC 08.25.06	Agree locations for benches and purchase <i>Completed</i>	Dismissed
FC 11.25.04	Arrange payment of donations <i>Completed</i>	Dismissed

FC 01.26.04 CONTRIBUTIONS

- a) To note contributions/grants expenditure committed to date- The Committee noted Paper 1 and available funds of £144.98 left in this budget line.
- 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 – none received.

FC 01.26.05 COMMUNITY INFRASTRUCTURE LEVY

- a) To receive an update on the monies held under the CIL Reserve and monies expended to date on projects - the Clerk provided an overview of the CIL funds held and allocated and noted spending this year of £5551.83, committed spend of £86,526.00 leaving available CIL funds of £12,182.79.
- b) To consider/agree allocation of funds to any other potential projects going forward – Cllr Bridgeman noted that following a meeting with Suffolk Police it may also be necessary to fund the costs of a car for a PCSO at a cost of £2500. Cllr Clark suggested that the Council should note a preference for an electric vehicle for this purpose if possible, this was agreed.

The Clerk noted that a review of the CIL and S106 funds held at Babergh District Council for Brantham following development in the village was sizeable and a meeting was being arranged to discuss ensuring spend was maximized within the village with representatives from BDC.

FC 01.26.06 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 – none received
- b) To consider/agree any other next steps as necessary – none.

PC 01.26.07 EV CHARGING POINTS



- a) To review the quote received from Zolbv ref. EV charging point at Brantham VH – the Committee noted the initial quote received from Zolbev which had been discussed at the recent Parish Council meeting and noted the monthly commitment of approximately £50 for the software to run the charging point.
- b) To receive an update from the Clerk on the Plug-Suffolk Campaign – the Clerk informed the Committee that she had met with a representative from Plug-in Suffolk who had confirmed that funding for this project had to meet strict criteria (near terraced houses that did not have off-road parking) and therefore no contribution could be made to a project at the Village Hall.
- c) To receive an update from the Village Hall Chair on proposals and thoughts from the VHMC – Cllr Cherry informed the Committee that the VHMC had been supportive of the project but had noted concerns about the long-term costs of the project to the Village Hall who currently have a limited budget.
- d) To consider/agree next steps – Cllr Osben noted that the installation of EV charging points in the village as one of the actions in the Brantham 2034 plan and that it would therefore be appropriate to support this project. Following discussion **Cllr Clark proposed that the Clerk requested a detailed quote from Zolbev for installation and long-term costs which would then be reviewed and next steps agreed, this was seconded by Cllr Osben, aif.**

FC 01.26.08 INTERNAL AUDIT 2025-26

- a) To note correspondence received from SALC ref. Internal Audit for 2025-26 – the Committee noted the correspondence received which confirmed that SALC would be offering an Internal Audit service for the coming year.
- b) To formally appoint SALC as the BPC Internal Auditor for 2025-26 – **Cllr Bridgeman proposed that SALC should be appointed as the BPC Internal Auditor for 2025-26, this was seconded by Cllr Cherry, aif.**

FC 01.26.09 ANY OTHER BUSINESS

None.

FC 01.26.10 - DATE OF NEXT MEETING

Wednesday 25 February 2026, 7pm at Brantham Village Hall.

Meeting closed to the public at 7.21pm

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

ACTIONS

Minute no.	Action	Who
FC 01.26.07	Request a detailed quote for EV Charging point installation from Zolbev	Clerk