

## PEASEDOWN ST JOHN PARISH COUNCIL

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14<sup>th</sup> January 2026

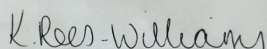
### To Councillors:

Jo Davis; Simon Kidd; Andrew Larcombe (Chair); John Ogilvie-Davidson; Kathy Thomas, Gavin Heathcote

You are hereby summoned to attend a meeting of the **Finance & Governance Committee** of Peasedown St John Parish Council to be held at Beacon Hall on **Tuesday 20<sup>th</sup> January 2026 at 7.00pm** for the purpose of transacting the business detailed below.

### CC Councillors:

Conor Ogilvie-Davidson; Jonathan Rich as ex-officio members of the Committee, and Tom Corbett invited by Chair of F&G – Please advise, by return, if you will be attending this meeting.



Katie Rees-Williams  
Responsible Finance  
Officer

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## AGENDA

### Meeting of the Finance & Governance Committee

7.00pm

**Public Session** - 10 minutes at which **members of the public can attend to express their view on matters relevant to this agenda or the parish in general**. Please be aware that if the matters raised are not related to this agenda, they cannot be further discussed by the Council at this meeting but may be considered at a later meeting. Once the meeting has been opened, then only members of the Council may speak, unless officially adjourned for specific reason.

Members of the public are welcome to stay and observe the rest of the meeting (apart from those items which state they will be discussed in closed session).

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Please be aware that this Parish Council meeting may be recorded, in accordance with the Openness of Local Government Bodies Regulations 2014. We kindly ask that anybody intending to record the meeting please inform the Chair or Clerk beforehand in order that any necessary arrangements can be made.

### **F&G052 – 20/01/2026      Attendance Roll Call and Declarations of Interest**

To action the attendance register and to receive any declarations of Members' Interests in any item on the agenda, which have not already been disclosed to the Monitoring Officer.

**Members are reminded of their obligation to declare any interests they may have in any issues arising at the meeting which might conflict with the business of the council and how these interests' impact on their involvement with discussions and voting.**

### **F&G053 – 20/01/2026      Apologies for Absence**

To receive and approve, if necessary, any apologies for absence.

**F&G054 – 20/01/2026      Minutes & Actions**

- i. To consider and approve the minutes of the Finance & Governance Committee meeting held on 28<sup>th</sup> October 2025.
- ii. To review updated Actions Register on Planner.

**F&G055 – 20/01/2026      Items for Urgent Report**

Items which, in the opinion of the Chair, should be reported as a matter of urgency.

**F&G056 – 20/01/2026      Utility Contracts Renewal**

To receive an update on the utility contracts for the different Parish Council managed sites and to review the options for the feed-in contract that is due for renewal in March 2026.

**F&G057 – 20/01/2026      Banking Arrangements**

To receive an update on banking arrangements, including signatories and bank mandates, banking charges and fees, and make any associated decisions.

**F&G058 – 20/01/2026      Internal & External Audits**

To note the draft Internal Audit report from November 2025 provided in pre-reading.

To recommend that Full Council confirms that the Internal Auditor's independence has been considered and the Council is satisfied to continue with her service as per the letter of engagement.

To provide an update on the risk assessment further to internal auditor's recommendation to sign off before 31 March 2026 in order to comply with the Accounts and Audit Regulations 2015.

**F&G059 – 20/01/2026      Review of Current Finances 2025/26**

To consider the report on financial spend against budget for the 2025/26 financial year covering both operational and capital projects budgets [in full and committee allocation formats]. To include:

- Review of 'Infrequent Operational Expenditure'
- Review of the Balance Sheet for bank account balances, credit card and petty cash
- Review of the Reserves, Ear Marked Reserves and Committed Expenditure
- Update on VAT claims – RFO intends to move to quarterly VAT reclaims from 2026 – these will be April, July, October, January
- Update on the recent quarterly bank reconciliations. Due end of Jan – to be booked in with Chair and Vice-Chair of F&G

**F&G060 – 20/01/2026      Review of Debtors and Creditors**

To review the financial debtors and creditors report and make any associated decisions (report to be tabled at the meeting).

**F&G061 – 20/01/2026      Budget Planning 2025/26**

To review budget planning for the 2026/27 financial year, including:

- Potential underspend from 2025/26 budget
- Committee budget requirements for 2026/27
- Business plan for new tractor and effect on budget for 2026/27

Following review of budget data, make recommendation(s) to full council for Precept 2026/27

**F&G062 – 20/01/2026      Date and Time of Next Meeting & Future Agenda Items**

The next meeting of the next Finance & Governance Committee is scheduled to be held on Tuesday 21<sup>st</sup> April 2026 at 7.00pm at Beacon Hall.