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**The Minutes of the Finance and General Purposes Committee
held on Monday 14th September 2026 7.30pm
At the Willingdon Community Hub Library, Coppice Avenue, Willingdon.**

Present: Cllrs Ian Nisbet (Chair), Martin Cooper (MC), Fran Pritchett (FP), John Pritchett BEM (JP), Andy Watkins (AW), Ryan Weedon (RW).

In Attendance: Suzy Standen-Payne (Parish Clerk and RFO) and Lauren Tilbury PCSO and 1 member of the public from Jevington Cricket Club

<u>Item</u>	<u>Minutes</u>	<u>Action by</u>
FGP 09.01	Apologies, Councillors not present and notification of any substitute Members. There were apologies from Cllr Ben Clennell, Dionne Daniel and Christine Payne MBE. These were NOTED and ACCEPTED . Stephen Shing did not attend.	
FGP 09.02	To accept the minutes from the meeting held on Monday 22nd June 2026. RESOLVED: To accept the minutes from the meeting held on Monday 22 nd June as a true and accurate record, then signed by Cllr Ian Nisbet (Chair).	
FGP 09.03	Declarations of interest: To receive notices of declaration, personal and prejudicial, in respect of items on this agenda. Cllr Ryan Weedon declared an interest in Willingdon Cricket Club and Jevington Cricket Club	
FGP 09.04	Public question time - to deal with any questions received from members of the public relating to items on this agenda Standing orders suspended at 19.32 A representative of Jevington Cricket Club spoke regarding potential grant support. The club is seeking assistance with two areas: servicing and repair of machinery, estimated at approximately £4,350 (replacement value in the region of £30,000) and	

	longer-term works to the cricket square, which could cost in the region of £10,000 or more depending on quotations. Members discussed whether separate grant applications should be made for machinery and ground works, and noted that Wealden District Council's sports infrastructure funding should be explored. It was agreed that the club should prepare the necessary quotations and application information, with the Parish Council able to provide low-level logistical support. ACTION: It was AGREED that the Parish Clerk would send the Council's grant application and Wealden District Council's sports infrastructure information to the Chairman of Jevington Cricket Club. Standing orders reinstated at 19.43	SSP
FGP 09.05	To note and receive a report from the Parish Clerk Members NOTED and received the report from the Parish Clerk.	
FGP 09.06	Administrative Matters Members considered updates regarding the issues at the Parish Office such as the toilet door, a structural crack, pest control matters and pigeons on the roof The Committee also noted progress with the new website and online payment arrangements. Members discussed the new Assertion 10 audit requirement relating to website accessibility. In relation to the newsletter, members agreed that any update on local government reorganisation should be factual and for information only, without expressing a political view.	
FGP 09.07	Financial Matters i) Update from the Responsible Finance Officer Members NOTED the RFO report. Members also NOTED that the Parish Clerk and Assistant Clerk had attended the Mulberry conference, which included updates on the digitalisation of the AGAR process, Assertion 10, and key HR matters. ii) Reconciliation for June and July 2026 for agreement RESOLVED: Members AGREED to accept the June and July 2026 bank reconciliation iii) Payment List for June and July 2026 for agreement RESOLVED: Members AGREED to accept the June and July payment lists.	

	iv) Budgetary Controls – Income and Expenditure year to date for all committees RESOLVED: Members AGREED to accept the income and expenditure reports. v) Earmarked and CIL Reserves Members NOTED the earmarked reserves. vi) CIL Allocations Cllr Ryan Weedon expressed concern regarding the allocation of CIL funding for Recreation Committee projects, specifically Meadowburne Pavilion. It was noted that this would be discussed further at the next CIL meeting. Members asked whether the Meadowburne Pavilion project had been fully paid. The Parish Clerk confirmed that the final payment had not yet been made and circulated a previous report containing the updated cost and payment summary, which confirmed that 70% of the total cost had been paid to date. vii) Wealden Citizens Advice Fund update RESOLVED Members APPROVED the grant application request for £1300 for 2026/2027	SSP
FGP 09.08	Policing Matters PCSO Lauren Tilbury gave a verbal report. Members raised concerns regarding large vehicles parking for extended periods near the Parish office. The Parish Clerk advised that she had previously emailed Councillors on this matter following the last Finance and General Purposes Committee meeting, noting that the maximum permitted vehicle width is 2.55m and that the vehicles parking near the office are approximately 2.5m wide. PCSO Tilbury advised that, where a vehicle caused a genuine obstruction or hazard, the police could take action and 101 should be used for non-emergency reports. PCSO Tilbury reported that there had been limited anti-social behaviour in Willingdon over the summer and where incidents had occurred the young people had been spoken to.	
FGP 09.09	School Liaison Members noted that Cllrs John and Fran Pritchett had attended Willingdon Community School's 70th anniversary event, which had been well received. The school's music department was praised, and it was noted that the school had expressed an interest in becoming more involved in parish events, including potentially taking part in Music in the Park next year.	

FGP 09.10	Review of Council Policies Members reviewed the draft Procurement Policy and noted the need for it to align with the Council's Standing Orders, Financial Regulations and relevant model guidance. Members AGREED that the policy required further review and that Cllr Martin Cooper would assist. The policy was NOT APPROVED and would be brought back to a future Finance and General Purposes Committee meeting. ACTION: Parish Clerk to follow up with Cllr Martin Cooper.	SSP
FGP 09.11	Terms of Reference RESOLVED: Members AGREED to accept the Terms of Reference for the Planning, Highways and Licensing Committee, subject to the addition of a provision to appoint a Major Development Subcommittee. ACTION: Parish Clerk to update the Terms of Reference to include the Major Development Subcommittee.	SSP
FGP 09.12	Assets of Community Value to register with Wealden District Council Members discussed potential Assets of Community Value to register with Wealden District Council. It was noted that the library was currently registered, and members agreed to listed places of community importance for potential registration. ACTION: Parish Clerk to ascertain the process and requirements for registering Assets of Community Value, including the village halls, pubs and the Parish Office.	SSP
FGP 09.13	Community Asset Disposal Framework – Wealden District Council Members discussed whether to submit an Expression of Interest to Wealden District Council for any of the assets listed. i) WDC150 Amenity Land, Hamlands Estate RESOLVED: Members AGREED NOT to submit an Expressions of Interest. ii) WDC40 Car Park, Pentlands, Jevington RESOLVED: Members AGREED NOT to submit an Expressions of Interest. iii) WDC149 Amenity Land, Wannock Gardens RESOLVED: Members AGREED NOT to submit an Expressions of Interest. iv) WDC172 Churchyard, St Mary's, Church Street RESOLVED: Members AGREED NOT to submit an Expressions of Interest.	

FGP 09.14	Members considered the quotes received for air conditioning at the Parish Office. RESOLVED: Members AGREED to APPROVE Option 1, the Daikin Multi Split system from Bourne Air Conditioning, at a cost of £4,337.00	SSP
FGP 09.15	Members considered the grant request submitted by Willingdon Cricket Club, which had been recommended and supported by the Recreation Committee. The request related to replacement cricket nets, PVC sleeves and three close mesh protective sheets, at a total cost of £1,230 plus VAT. RESOLVED: Members APPROVED the grant request for £1,230 plus VAT, being £1,476 in total.	SSP
FGP 09.16	Personnel Matters – RESOLVED: To move into closed session due to the confidential nature of the following item relating to personnel matters. i) Members NOTED that the 2026 NJC pay award had been agreed, with staff pay rates and allowances increasing by 3.3% from 1 April 2026. The increase would be included in September salaries and backdated to 1 April 2026. ii) Members also NOTED that the next Personnel Committee meeting would be held on 21 September 2026.	
FGP 09.17	Risk management – to consider the effects (if any) arising from items on the agenda. No risks were identified	
FGP 09.18	Urgent items – for noting or referral to next agenda for Full Council or appropriate committee/sub-committee No urgent items were raised.	
FGP 09.19	Date of next Meeting will be Monday 7th December 2026	

The meeting closed at 20.52

Signed: _____

Date: _____