

**MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE
MEETING**

16th March 2026, at Burton Green Village Hall, Burton Green

Present:

Councillors Marshall (Vice Chairman), Deeley, Larsen, Taylor (Substitute Member) and the Clerk (Helen du Bois).

Public:

None

1. Apologies for absence

Cllrs McColl and Hatton had sent apologies which were accepted.

2. Declaration of Interests

None.

3. To approve the minutes of the Finance and General Purposes Committee meeting held on 23rd February 2026

The minutes were signed without amendment.

4. To consider any matters arising from the minutes of the previous meeting that are not included on the agenda

Cllr Deeley has contacted the Westwood Park Sainsburys to ask if they can host a public defibrillator.

The Clerk gave an update on the Red Lane play area:

- The safety fencing has been collected.
- The bearings of the Cone Climber will be serviced by HAGS on 17.3.26
- The entrance and maintenance gates are to be replaced by HAGS due to the poor quality of the powder coatings.
- Unused drill holes found on most of the wooden posts in the Junior Multiplay have been filled in. HAGS have sent email confirmation that the warranties for that equipment remain unaffected.

5. Public participation

None.

6. To receive the Finance Report and consider the invoices for payment

The Clerk presented the Finance Report, see Appendix A.

The report showed a current account balance of £12,538.51 on 10/3/26 and an expected balance of £11,820.92 once all payments and internal transfers have been made.

It was **resolved** to approve the following payments:

1	Leicestershire Gardens	Grounds maintenance & tree planting (29th Jan 2026)	BACS	£300.00
2	WCC Pension Fund	Employers' contribution for HdB Feb 2026 P11	BACS	£425.36
3	WCC Pension Fund	Employees contribution for HdB Feb 2026 P11	BACS	£117.48
4	H DU BOIS	Office costs and expenses Feb/Mar 2026	BACS	£124.75

ACTION: The Clerk to set up the payments for authorisation.

- 7. To note the contractual increase of the Clerk's salary scale to SCP22 on 1/4/26**
This was noted.

- 8. To update signatories for the Lloyds bank accounts.**

The following actions were **agreed**:

1. To remove 3 signatories who are no longer members of the Council
2. To add Cllrs Deeley, Larsen and McColl as signatories
3. To change the signing rules to require two signatories to approve all transactions

ACTION: The Clerk to process the above changes on the Lloyds bank accounts

- 9. To receive an update on the Council's grounds maintenance contract**

It was noted that the service contract between the Council and Leicestershire Gardens had expired; it was agreed that the Council would seek tenders for a new contract at the end of the 2026 cutting season.

- 10. To review a draft Investment Strategy 2026-27 for recommendation to Full Council.**

The draft Investment Strategy 2026-27 was approved and will be recommended for approval at the Full Council meeting.

- 11. Close**

The meeting closed at 7:15pm.

Signed: _____ Date: _____
Cllr McColl, Chairman

APPENDIX A: Finance Report

This report was presented to the Finance & General Purposes Committee on **16th March 2026**.

Balance of General Reserves as of 10/3/26:	£12,538.51¹
Expected balance after all payments & transfers:	£16,544.51
Other accounts on 10/3/26:	
Earmarked reserves	£38,324.07
Burrow Hill playing field reserves	£3,415.00
Community Infrastructure Levy (CIL)	£292,878.33
Total interest received across all accounts between 1/4/25 – 31/3/26:	£2,622.67

Payments from Unity Current account since 23/2/26:

	DATE	PAYEE	DESCRIPTION	TYPE	AMOUNT*
1	25.2.26	BGRA	Grant	BACS	£4000.00
2	28.2.26	Unity Trust Bank	Service charge Feb 2026	DD	£6.00
				Total	£4006.00

Payments from Unity Current Account to be approved on 16/3/26:

	PAYEE	DESCRIPTION	TYPE	AMOUNT*
1	Leicestershire Gardens	Grounds maintenance & tree planting (29th Jan 2026)	BACS	£300.00
2	WCC Pension Fund	Employers' contribution for HdB Feb 2026 P11	BACS	£425.36
3	WCC Pension Fund	Employees contribution for HdB Feb 2026 P11	BACS	£117.48
4	H DU BOIS	Office costs and expenses Feb/Mar 2026	BACS	£124.75
			Total	£967.59

*Statutory Power used for all payments: General Power of Competence, Localism Act 2011

Internal Transfers to be approved on 16/3/26:

	FROM	TO	DESCRIPTION	TYP	AMOUNT
1	Unity Instant Access	Unity Current T1	Earmarked Reserves: Grounds Maintenance Jan 26	TFR	£250.00

¹ Plus £59.95 in Lloyds Community Account

2025/26 Expenditure vs Budget

	2025-26	
	Budget	To date
£ PAYMENTS		
HW allowance/broadband	£372.00	£349.00
HMRC	£6,000.00	£5,699.90
Wages (Net)	£19,000.00	£17,564.01
Pension costs (employer & employee)	£6,300.00	£5,819.32
Payroll costs	£0.00	£0.00
Office costs	£550.00	£369.41
Travel expenses (Clerk)	£300.00	£178.75
Travel expenses (Cllrs)	£0.00	£0.00
Advertising	£200.00	£74.00
Audit	£705.00	£705.00
Banking charges	£72.00	£102.50
Burrow Hill Field & Car Park	£500.00	£195.00
Waste collections	£300.00	£175.01
Biodiversity/Climate change projects	£500.00	£478.99
Bus shelter maintenance	£200.00	£60.00
Chairman's Allowance	£300.00	£44.06
CIL expenditure	£0.00	£102,062.18
Community grants/donations (s137)	£5,000.00	£440.00
Defibrillator maintenance	£200.00	£0.00
Grounds Maintenance	£5,000.00	£4,270.00
Insurance	£400.00	£616.66
Legal/professional fees	£0.00	£1,000.00
Playground inspection/repairs	£300.00	£65.00
Room hire	£700.00	£388.35
Speed Reduction Measures	£50.00	£0.00
Subscriptions	£1,100.00	£1,164.00
Training	£600.00	£350.00
Unforeseen exp/misc.	£100.00	£69.60
Website	£100.00	£58.00
TOTAL EXPENDITURE exc VAT	£48,849.00	£142,298.74
VAT	£1,543.50	£22,009.78
TOTAL EXPENDITURE inc VAT	£50,392.50	£164,308.52
£ RECEIPTS		
Bank interest	£3,000.00	£2,567.42
Precept	£39,949.00	£39,949.00
VAT refund	£2,100.00	£25,505.90
Grants	£0.00	£0.00
Community Infrastructure Levy	£0.00	£227,322.38
Miscellaneous	£13,464.00	£13,464.00
TOTAL INCOME	£58,513.00	£308,808.70