Minutes of the Meeting of the Finance and Staffing Committee held on **Monday 13 July 2026 at 7.00pm** at the **Heelands Meeting Place** on Glovers Lane, MK13 7PN.

Councillors Present: Cllrs Gilpin (in the Chair), Alexander and Godfrey.
Staff present: Philip Farquharson, Clerk
Members of the public: 0

Minutes

FSC01/26 Election of Chair:

Action: The Committee elected Councillor Gilpin as Chair, until the first Finance and Staffing Committee Meeting after the May 2027 Annual Meeting.

FSC02/26 Apologies:

Action: Apologies for absence had been received from Councillor Muchmore. The reason for the apology was voted upon which met with unanimous assent and the apology was therefore approved.

FSC03/26 Declaration of interests: There were no declarations of interest.

FSC04/26 Public participation: No members of the public were present.

FSC05/26 Minutes of the 02 February 2026 Committee Meeting:

Action: The Minutes were approved as an accurate record of the Proceedings of that Meeting, and were signed by the Chair for the Council's records.

FSC06/26 Budget Monitoring:

The Clerk had compiled a document which showed actual income and expenditure for the year to date (up to and including June 2026), forecast income and expenditure at year end (in nine months' time), and variances between budgeted income and expenditure and forecast income expenditure. Councillors noted that with nine months of the year left the forecast would be less accurate than later in the year.

There was a forecast net movement **to** reserves of **£826.**

Forecast income for the year finishing at the end of March 2027 was: **£295,477 (budget £276,078)**

Forecast expenditure for the year finishing at the end of March 2027 was: **£294,650 (budget £276,078)**

The increase in income was because of unbudgeted grant receipt from section 106 money of £11,419, for the heritage trail and works to bowls club. The increase in expenditure was because of high grant income line and further works to the bowls club roof. The solar panels project (£18,000) was included in the forecast expenditure but with 50% match funding (so reduced to £9,000).

FSC07/26 Medium Term Financial Plan (MTFP): It was on the agenda to note the Clerk's three year financial plan, based on the current year budget being in line with expectations, and noting future precept increases, until 2030.

Action: The Committee noted by formal resolution the three year plan, also noting the low forecast precept increases of around 3-4% over the next three years, which included cerca £16,000/annum for reinvestment in Parish Council premises and ad-hoc projects.

FSC08/26 Authorizations to Accounts:

Action: By formal resolution, the Committee appointed Councillor James Alexander to be newly authorised signatory to the CCLA account, by Philip Farquharson and Leon Gilpin, as authorising trustees/executive directors/equivalent.

Action: By formal resolution, the Committee appointed Councillor Caroline Godfrey as newly authorised signatory to the Lloyds account.

FSC09/26 CCLA investments: It was on the agenda to consider the Clerk's report into diversifying the CCLA accounts to offset the downward pressure of inflation upon the Council's reserves over time**.**

Action: The Committee noted the Clerk's report and resolved to split the Parish Council's reserves, so that half remained in the CCLA public sector deposit fund (PSDF), and half into the CCLA's Property Fund.

FSC10/26 Exclusion of the Press and Public: In view of the confidential nature of the business about to be transacted, and in accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public were temporarily excluded, at the request of the Chair.

FSC11/26 Staffing Update:

Action: The Clerk provided a verbal update on staffing matters.

Date and time of next meeting: Monday 12 October 2026 at 7:00pm at the Heelands Meeting Place.

The Meeting was declared **closed** at 8:30pm.