

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

20th October 2025

C Watkins (in the Chair)

P Bruce (P)
P Kembery (P)
N Beebee (P)
C Watkins (P)

P Sykes (P)
D Marriott (A)
L Fogg-Rogers (A)
N Labuschagne (A)

Cllr Kinsey and three members of the public were also in attendance.

78.10/25 Evacuation procedure - Leave via the fire door and assemble outside in the play area.
Noted

79.10/25 Apologies.
Cllrs Marriott, Fogg-Rogers and Labuschagne

80.10/25 Declaration of Interests under the Localism Act 2011.
None

81.10/25 Public participation
None

82.10/25 To agree the minutes of meeting held on the 15th September 2025
RESOLVED, the minutes of the meeting held on the 15th September 2025 were agreed and signed.

83.10/25 Clerk's report and action update
Noted

The benches for Hambrook Common have been delivered and should be installed 16/17 October

The hatched area by the defibrillator has been re-painted

The website has been updated with new fishing contact details

The emergency withdraw from Nationwide was agreed and has been received.

The coffee van applicant has been contacted and advised of our decision. Clerk suggested contacting the Old Frenchay Primary School site.

OUTSTANDING ACTIONS

Hambrook Common – hogging path: 18/8 quote requested from Frome Valley Landscaping.
15/8 awaiting quote. 20/10 awaiting quote

Public use of tennis courts: 18/8 Clerk has contacted the Tennis Club but has received no reply as yet. 15/9: no reply received. 20.10: no reply received

Clerk is requesting land registry documents for Tuckett Field. 20/10: Land registry is processing the application.

84.10/25 Reports from members:

Frenchay

- Frome Valley Landscaping are currently working on the hogging path.
- Frenchay members will be conducting a walk of the area and report any issues.

Winterbourne, to include the Recreation Field, Duck Pond and Allotments

- Reports of cormorants at the Duck Pond which could be a danger to the existing fish and wildfowl. Unfortunately there is nothing that can be done at present.

The Dingle, Winterbourne Down and Hambrook

- No report given. **Chair requested an agenda item be added to the next Full Council meeting to confirm which members are responsible for submitting reports.**

The Greenfield Centre

- Leak in the roof in Greenfield Club. Clerk has asked caretaker to investigate.

East of Harry Stoke

The latest Stakeholder meeting will take place this week.

83.09/25 To consider and make decision on the 2026 / 2027 budget proposals. To include considering reviewing the sports grants policy

RESOLVED, all members in agreement to take the proposed budget (Appendix A) to Full Council and to review the sports grants policy.

85.10/25 To consider and make decision on a request for funding for the external landscaping for the Pavilion at the Recreation Ground. To include a finance update.

Members were disappointed external landscaping was not included in the original tender document. After reviewing the current financial position, members felt that the cost could be covered by the General Reserves.

RESOLVED, to agree to the funding request for external landscaping for the pavilion.

86.10/25 To consider and make decision on transferring savings to 30 day notice accounts rather than 90 day notice accounts

RESOLVED, all members in agreement to transfer saving into 30 day notice accounts. To change the NatWest account from a 90 day to a 30 day notice account.

87.10/25 To discuss a request to Metal Detect on Frenchay Common

RESOLVED, all members in agreement. Applicant must apply again in 6 months.

88.10/25 Any other items to note from members

Members were reminded to read the asbestos information that was sent out by the Clerk.

Meeting concluded 7.41pm

2026 - 2027 Budget Proposal – Appendix A

Below are details of the proposed 2026 – 2027 Budget following a Budget Committee meeting on 14th October 2025. Cllrs, Watkins, Sykes and Marriott in attendance along with the Clerk / RFO.

The committee agreed on the below budget which gives a 9.% increase, this is only £4.84 extra per year per household.

Notes:

- Youth Provision will encompass Frenchay and Winterbourne
- Grants have been put in one budget line whilst the grants policy is reviewed.
- The Greenfield Centre roof has its own budget line as reserves need to be built up
- Government Loan repayment has its own budget line
- The number of household, used to obtain a percentage figure, has been taken from South Gloucestershire Councils forecast from December 2024. If this goes up our percentage will go down and vice versa.
- **We are yet to receive costings for The Greenfield Centre fire compartmentation works. This would have to be an additional spend in addition to the proposed budget.**

Income

- No proposed income increases

Expenditure:	£323,555.25
Income:	£75,120.00
Precept	£248,435.25

2025/2026	
Precept	£223,065.00

Increase	£25,370.25
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Number of households	4413
Cost per household	£56.30
Change for the year	£4.84
% increase	9%

	2026/2027 Figure
Administration:	
Staff costs (including C&N Administrator)	£40,500.00
Postage and stationery	£105.00
Canteen	£262.50
Computer costs	£840.00
Bank charges	£294.00
Insurance	£17,850.00
Training courses	£1,312.50
Staff petrol expenses	£210.00
Photocopier	£1,260.00
Bad debt	£262.50
Legal expenses	£1,050.00
Chairmans Expenses	£262.50
Annual VAT Check	£157.50
Audit	£1,575.00
Subscriptions	£2,100.00
Licences to Occupy	£21.00
Smart (Pension Administration fee)	£210.00
Scribe Accounts	£1,050.00
Mobile phone	£200.00
sage payroll	£105.00
GDPR Fee	£42.00
Website	£273.00
	£69,942.50
Community Benefits	
Community Engagement	£3,000.00
Youth provision	£12,000.00
	£15,000.00
Environment:	
Cleaning of commons	£2,000.00
Litter and dog bins	£12,000.00
Public toilet security	£918.75
Grass verge cutting (highways)	£13,000.00
	£27,918.75
Asset Management:	
Duckpond	£7,350.00
Recreation Ground - Pavilion Loan	£20,000.00
Recreation Ground	£3,000.00
The Greenfield Centre Roof Reserves	£15,000.00
Newleaze	£1,050.00

Allotments	£840.00
Tuckett field	£2,100.00
Monks Pool	£1,000.00
Grass cutting (Commons and Frenchay Parklands)	£30,000.00
Parish Council Van	£1,000.00
Benches	£1,050.00
Frenchay	£2,300.00
Frenchay Car Park	£4,000.00
Hambrook	£4,250.00
Greenfield Centre playground	£1,050.00
The Dingle	£262.50
Bus Shelters	£315.00
Pat testing	£315.00
CCTV	£367.50
Defibrillator	£1,050.00
Frenchay Play area	£1,000.00
Tree Surveys	£5,000.00
Tree Work	£6,000.00
Tennis Pavilion	£3,000.00
	£111,300.00
Grants	
Burial grounds	£2,000.00
Grants to Halls	£2,500.00
Grants to local organisations 137 and youth sports	£21,000.00
	£25,500.00
Greenfield Centre running costs	
Caretaker wages	£5,500.00
Cleaning wages	£9,660.00
Staff costs	£24,000.00
Cleaning materials & hygiene contract	£3,990.00
Rates	£4,000.00
Water	£1,680.00
Electric	£3,150.00
Gas	£6,000.00
Telephone and internet	£1,260.00
Repairs	£6,300.00
Grass cutting and gardening (Gr/centre)	£2,625.00
Health and safety	£525.00
Security	£1,500.00
General costs	£1,000.00
Asbestos Survey	£1,000.00

Legionella	£1,200.00
Fire extinguishers	£346.50
Fire Alarm	£157.50
	£73,894.00
Income:	
Greenfield Centre rent (inc gas & elec)	£32,000.00
Greenfield Centre hirings	£33,000.00
Sports pavilion rent	£1,000.00
Allotments	£2,000.00
Precept	
FIT	£4,120.00
Interest	£3,000.00
	£75,120.00

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