

Worth Parish Council

Minutes of the Finance & General Purposes Committee Meeting held on 1st September 2025 commencing at 8.27 pm

Present:	Cllr Phillips (Chairman) Cllr Casella Cllr King Cllr Lord Cllr Williams	Cllr Scott (Vice Chairman) Cllr Coote Cllr Kipps Cllr Pointer Cllr Wilson
	Mrs L Bannister (Chief Officer)	Cllr Bingle (as non-committee member) for part of the meeting Representatives from St Catherine's Hospice and Crawley Down Residents' Association (CDRA)

029 Public Question Time

Cllr Williams declared an interest in the grant to the CDRA as a member of the committee and left the room during the discussion and decision.

A representative of the CDRA explained that the grant was applied for specifically to support the public safety strategy for Gig on the Green.

030 Grants

Members agreed to bring this item forward on the agenda, and it was RESOLVED to approve a grant to the CDRA of £750.

Members would like to consider the budget including a line for a grant to the CDRA and Copthorne Carnival so that additional grants do not need to be applied for.

Cllr Williams returned to the meeting

031 Public Question Time (cont.)

The representative for St Catherine's Hospice explained how badly needed funding is for the hospice as they are not currently able to run at capacity. This is the local hospice for Crawley Down and Copthorne and alongside the hospice they also run care in the community and support through wellbeing services.

032 Grants (cont.)

Members agreed to bring this item forward on the agenda, and it was RESOLVED to approve a grant to St Catherine's Hospice of £750.

033 Apologies

Apologies were received from Cllrs Dorey and Hodsdon.

034 Declarations of Interest

As above, Cllr Williams declared an interest in the grant to the CDRA as a member of the committee.

035 Minutes

It was RESOLVED to approve the Minutes of the Finance and General Purposes Committee held on 7th July 2025. These were duly signed by Cllr Phillips.

036 Chairman's Announcements

None.

037 Correspondence List

It was NOTED that the following has been received:

- a. Details of CCLA's acquisition.
- b. The changes to charges for the CCLA.

038 Accounts and Financial Matters

Financial information

Financial information was included in the meeting pack. It was RESOLVED that the financial information was a true representation of the current financial situation.

Bank Reconciliations

It was NOTED that the bank reconciliations to 31st August have been completed and signed by Cllr Casella.

Trees

It was RESOLVED to approve the quote of £240 plus VAT from PJC Consultancy to have three additional trees monitored. These were identified in the annual survey as requiring annual assessment.

Salaries

It was NOTED that the pay agreement for this financial year has been reached, resulting in an increase to the staff costs of £6,271. This is within the budget allowed for staff costs, and is lower than expected.

039 Financial Services Compensation Scheme

It was noted that in order to be eligible for this, the budget needs to be below £430,950. As the precept is now higher than this amount, Worth Parish Council is no longer covered by this protection. It was AGREED that the Council would continue to spread the risk between several financial institutions, but NOTED that it no longer needs to stick strictly to the £85,000 maximum balance within each institution.

Cllr Scott noted that the Council should have a policy on financial risk in investments.
Policy on financial risk in investments.

040 Section 106

The reports were NOTED.

041 External Audit

It was NOTED that the External Auditor has completed the review of the Annual Governance and Accountability Return, with no comments or concerns raised. Congratulations were offered to the team.

042 Projects

Bowers Place Parking

- a. It was NOTED that the loan of £50,000 was drawn down on 27th August with an interest rate of 5.58% and an annual repayment of £4,964.42. The loan will mature on 5th April 2040.
- b. It was RESOLVED to recommend to Full Council that an additional £50,000 is invested in the CCLA in the short term, and to delegate authority to the Chief Officer to transfer this amount to the current account when needed.
- c. It was RESOLVED to recommend to Full Council that the budget is accepted.
- d. It was RESOLVED to approve the spending of £998 plus VAT for the CBR testing and £5,000 plus VAT for the S278 novation.
- e. The anticipated timeline was NOTED.

Projects Tracker

The updated document was NOTED.

CCTV

The report was noted.

Copthorne Recreation Ground

- a. It was NOTED that the standstill period for the tender of 'Contract E: Civils Package 2' has now come to an end with no objections. The successful contractor is therefore confirmed as Warwick Landscaping. The cost of the contract is £185,889.71.
- b. The update was NOTED.

Emergency Call Out Scheme

It was agreed to appoint Paul Budgen to provide an emergency call-out service for the Copthorne Recreation Ground and Bowers Place projects at the following costs:

- Call-outs to site - £75 per hour, subject to a minimum charge of one hour.
- Receiving out of hours calls which do not require a site visit - £75 per out subject to a minimum charge of £15.

043 Matters for Consideration submitted by the Village Working Parties

No items were submitted.

044 Consideration of items for discussion by the Village Working Parties

No items were submitted.

045 Date of the next meeting

The date of the next meeting is Thursday 2nd October at the Haven, Crawley Down.

Meeting closed at 8.49 pm

Chairman: _____

Date: _____