



HELMDON PARISH COUNCIL

FINANCE COMMITTEE MEETING



Minutes of a meeting of the Finance Committee of Helmdon Parish Council held at The Reading Room on **Thursday 13th November 2025 at 7.30pm**

Present: Cllrs Hart, Moody (Chair), Marchant, Plunkett, and the Clerk.

In attendance: None.

29) Apologies for absence – None.

30) Declarations of Interest – None.

31) Approval and signature of the minutes of the meeting of 11th September 2025 - It was **RESOLVED** that the minutes be approved and duly signed.

32) Matters arising – None.

33) Open Forum – None.

34) To confirm 2025/26 and 2026/27 salaries, NI, and pensions – It was **RESOLVED** to note the 2025/26 position, and to set the total staff costs for the 2026/27 budget at £12,149.75, which includes all employer costs.

35) To receive quotes for repairs to play area and consider instructing the work – A quote has been received of £670 + VAT to repair the steps next to slide and reset and level 4 posts in the ground with postcrete. It was **RESOLVED** to go ahead with this work. **Clerk to instruct contractor.** It was noted that the quotes coming in for replacement surfacing are very different as they are based on the individual recommendations of the suppliers, and there may be ways to prolong the life of the existing surfacing rather than replacement which may not be suggested by the suppliers. **Clerk to find out if there are companies who can give independent advice on suitable repairs or whether full replacement of items is required.**

36) To review the 2025 performance of the grass cutting contract and consider proposal for 2026 contract – The committee agreed that they are broadly happy with the contract but need to confirm when the current contract ends to consider the best way to proceed for the contract for next year. It was agreed that an additional cut is needed in November as the grass is still growing. **Clerk to request a cut in November. Clerk to gather information regarding the current contract and bring to January meeting for consideration.**

37) To review the agreement for maintenance of the War Memorial Garden and Pump Garden for 2026 – It was noted that the agreement is for a 30 minute visit to each site once a fortnight between April and October. The hourly rate will increase to £55 per hour in 2026. It was **RESOLVED** to continue with this arrangement for 2026.

38) To confirm completion of the second quarterly (Jul to Sep) Internal Controls Councillor's Check – Defer to next meeting.

39) To confirm completion of updates to the Asset Register and confirm insurance values are sufficient – The updates to the Asset Register were noted and it was confirmed that the insurance values are correct but that some increases in insurance may be required at the next renewal.

40) To note that the expected Council Tax Base for 2026/27 is 398.4 (2025/26 - 405.2) – It was RESOLVED to note the Council Tax Base figure.

41) To review the draft budget for 2026/27 – Discussions were held about the reserves values, including the priory fields reserve, and whether it would need to be increased due to the possibility of a planning application being submitted on the field soon which may mean the PC would like to engage a planning consultant. It was agreed that the Parish Plan budget should be increased to £5k to allow for paid support in managing some of the projects identified. Further prices are needed in relation to streetlight repairs required, and consideration of what tree work is needed based on the recent tree inspection report. **Clerk to update the draft budget and bring to January meeting for consideration.**

Meeting closed @ 9:15pm.

Signed..... Date.....