CHANDLER'S FORD PARISH COUNCIL – POLICY AND FINANCE COMMITTEE

9 June 2025

COUNCILLORS PRESENT: Chair Councillor Evans with Councillors Beer, Bicknell, Broadhurst, Child, Davies and Jones.

In Attendance: Hilary Blaker (Clerk)

Public Participation:
One member of the public attended who raised no comments.

1. APOLOGIES
Apologies were received and duly accepted from Councillor Attrill. Councillors Abraham and Scott did not attend.

2. DECLARATIONS OF INTEREST
None were recorded

3. TO ACCEPT THE MINUTES OF THE 14 APRIL 2025 COMMITTEE MEETING AS APPROVED BY FULL COUNCIL ON 12 MAY 2025.
Following proposal, seconding and on a show of hands these were ACCEPTED.

4. MATTERS FOR NOTING / RESOLUTION

a) **To discuss and agree the 2025/26 Terms of Reference for this Committee**
Following proposal, seconding and on a show of hands the Terms of Reference for 2025/26 were agreed with recommendation to Full Council for adoption.

b) **To discuss and agree the revised Standing Orders in accordance with updated NALC model.**
The NALC changes were discussed with further information being requested regarding Government thresholds for contract procurement. Further consideration was also requested for clause 18a.v and 22 with a request that the Press and Media policy was revisited within the next committee meeting. Following proposal, seconding and on a show of hands it was agreed to defer the approval of the revised Standing Orders to the next Committee meeting.

c) **To discuss and agree the revised Financial Regulations**
Following proposal, seconding and on a show of hands the revised Financial Regulations were agreed with one typo correction. The revised Financial Regulations will be presented to Full Council for adoption.

d) **To review and agree all direct debits and standing orders for the financial year 2025/26.**
Following proposal, seconding and on a show of hands the direct debits and standing orders for the financial year 2025/26 were approved, as per clause 7.9 of the Financial Regulations. It was noted that direct debits to the previous energy supplier are to be closed.

e) **To consider and note annual renewal of insurance cover with Zurich Municipal**.
The renewal quote for insurance for 2025/26 was received and noted as being the final year of a three-year policy contract with Zurich Municipal. Alternative insurance providers will be considered for the 2026/27 renewal. It was also noted that the Clerk has requested a review of the policy against the current asset register. Renewal of the current policy is due on 25 June 2025.

5. TO NOTE THE FINANCIAL REPORTS:

i. **To NOTE the financial reports, including the bank reconciliation as of 31 May 2025, and**
The financial reports were noted.

ii. To agree the payments made from the Scribe payment summary as of 31st May 2025.
Following proposal, seconding and on a show of hands the payment summary was agreed.

6. TO MATTERS TO BE TAKEN TO THE COMMITTEE'S NEXT AGENDA.

The revised Standing Orders for 2025/26 and the Press and Media Policy. It was requested that the matter of sourcing an alternative internal auditor be brought to the next committee meeting, in light of current auditor having retired from other councils and therefore potential for future unavailability.

7. DATE AND TIME OF NEXT MEETING

The date was confirmed as Monday 15 September 2025, 7pm, at Fryern Pavilion.

That being all business, the meeting closed at 7.45 p.m.

Chairman…….....