

MINUTES of a Finance Committee Meeting of Tatsfield Parish Council held on the 29th September 2025 in the Meeting Room, Aileen McHugo Building, Westmore Green, Tatsfield TN16 2AG commencing at 8.00 p.m.

Present: Mr Jason Syrett (in the Chair) Mr Simon Cook Mr David Pinchin

In Attendance: Samantha Head (Clerk) Ms Kim Jennings

And 0 parishioners.

The meeting commenced at 8.22 p.m.

1. Election of Chair

Nominations for the Chair of the Finance Committee were requested from members. David Pinchin proposed Jason Syrett and this was seconded by Simon Cook. The vote was unanimous.

057F/0925 Jason Syrett was therefore elected Chairman of the Finance Committee for 2025-26.

2. APOLOGIES

058F/0925 Dave Mitchell had sent his apologies. These were received and accepted by members.

3. DECLARATIONS OF INTEREST (relating to items on the agenda)

None

4. Approve and sign the MINUTES of the previous meeting held on 21st November 2025

059F/0925 It was resolved that the minutes reflected a true and accurate record of the meeting held on 21st November 2025. They were duly signed by the Chair.

5. External Auditor's Report

The Clerk had circulated a copy of the external auditor's report. There were no matters raised. The Clerk confirmed that the required documents had been published on the PC's website. Members thanked the Clerk for the successful audit.

6. Review of current year spend

The Clerk had circulated to members the most recent budget v actual YTD spend report (made up until 231st August 2025). Members then reviewed each budget line. Members noted that all lines appeared to be on track for this part of the financial year, save for budget line 4213 Tree Work. This was currently £2,781 over the agreed budget. The Clerk commented that this was due some unpredicted tree work needed on Tatsfield Green (along the edge of Ricketts Hill Road) which had required a road closure order being made, traffic management works and specialist equipment.

7. Preliminary discussion of priorities for future spending

Members noted that the specialist recycling bins (coffee pods and medicine foils) had been a huge success. Kim Jennings said that larger bins were needed as they filled up too quickly and would likely need to be ordered more often. One of the bins had recently been subject to a price increase. It was suggested a budget of £800 for the 2026-27 FY.

It was noted that all of the 5-year tenancies at the AMB were due for renewal at various points in 2026. 1st floor would be first in May, followed by room 1 in June, room 3 in September and room 2 in November. Maybe a separate finance committee meeting would be needed to discuss renewals / new tenants. It was noted that rooms 1 and 3 would need refurbishing.

Members suggested a figure of £1000 per room for refurbishment.

The Clerk noted that the gable ends on the VH roof would likely need complete replacement within the next 3 years. It was suggested that £5k a year each year for the next 3 years was set aside to fund this.

Trees and grass cutting on Westmore and Tatsfield greens – members discussed that there was uncertainty about whether the new Unitary Authority(ties) would honour the current arrangement with TDC to manage and maintain these assets. It was felt likely that the UA(s) would expect the PC to take over the financial responsibility for these. It was suggested that the budget lines for tree work should be increased by £4000 and a new budget line for grass cutting of £5000.

Furze Corner project – Jason Syrett noted that TDC CIL had agreed a grant of £450k from a £900 request. The PC was still waiting to hear back from Your Fund Surrey. Again, £900 had been requested. Members questioned if the project could go ahead on these reduced figures. It was suggested that the project may still be £65k short in terms of funds for the interior. It was suggested that £20 a year could be put into the PC's budget each year for 3 years to cover this shortfall. This would involve a dramatic hike in the Precept. A question asked was would it be fair to ask the parish to cover this shortfall.

8. Preliminary discussion on Precept figure for 2026-27

It was suggested that the Precept may need to be raised by around £30k to cover all the increased costs and expenditure listed in the above item.

9. Review of Parsh Council's Grant Awarding Policy and set deadlines for grant applications for financial year 2026-27

060F/0925 Members agreed that the existing grant awarding policy was acceptable for 2026-27 and that the Clerk should write to all village groups, giving three weeks for submission of applications.

10. Items for Discussion or Referral to Future Agenda

- Rent review of AMB offices

11. Date for next meeting

Monday 17th November 2025 at 8pm

The meeting closed at 9.58 p.m.