



Locum Clerk to the Parish Council: Claire Minter  
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## CHARLWOOD PARISH COUNCIL

### FINANCE COMMITTEE MINUTES

Tuesday 18 February 2025 - Charlwood Pavillion  
7pm

#### Councillors (Cllrs) present:

1. Cllr Lisa Scott (LS) Chair
2. Cllr Sue Crofts (SC)
3. Cllr Carolyn Evans (CE)
4. Cllr Walter Hill (WH)
5. Cllr Trevor Stacey (TS)
6. Cllr Angela Tyson Davies (ATD)
7. Cllr David McCorquodale (DM)

#### Apologies:

8. Cllr Angela Rawlinson (AR)

#### In Attendance

Janette Coulthard  
Clerk/ RFO

1.	<b>To receive apologies for absence</b> Apologies for absence were received and approved from AR.	<b>Action</b>
2.	<b>Declaration of Interest</b> There were no declarations of interest.	
3.	<b>Review of Financial Position YTD</b> JC presented the accounts YTD which were accepted.	
4.	<b>BUDGET</b> The budget increase from £76,500 to £78,183 was agreed.  The Footpaths heading was corrected to Footpaths clean and Pavement.  The earmarked reserves £103,880.66 and general reserves £66,475.17 were noted. The budget remaining was £89,264.34.  All budget lines were reviewed, some were over some were under but all within reason. Councillors agreed no movement of funds between budget lines was required.  Footpaths Clean and Pavement 24/25 funds had not all been spent so the remaining balance would transfer to general reserves. The 2025/26 budget would be set at £16k.  Subs, agreed to query the NALC charges	JC
5.	<b>Banking</b> The amendments to signatories, mandates and address are in progress	All

6.	<b>Recreation Ground Charity</b>  TS is addressing this	TS
7.	<b>AOB</b> It was agreed to attend to urgent trees on the Millenium Field and undertake a tree survey (S and A Committee to address).  It was agreed to get the urgent tree work in the Withey done.  It was noted that the tarmac surface in the Charlwood MUGA Play area has sunk and the Sand A Committee will address.  The basket swing at the Withey play area is still to be done.  A standard form for Grant applications should be developed.	TS  TS  TS  TS/LS  JC
8.	<b>Urgent Matters at the Discretion of the Chair for Noting and for Inclusion on a Future Agenda</b>  VAT can be reclaimed 2 or even 4 times a year, need to claim back circa £6k at year end 2025.  Training: Rural realities and Beyond the Precept courses coming up.  Website: Richard Bowling looks after the alternative site, which is used by other parish communities' costs £200 PA. The main website handled by Hugo Fox needs a revamp.	JC  All  JC
9.	<b>Date of next meeting</b> Monday 7 April, 5pm, Charlwood Pavillion.	