



PARISH COUNCIL
Kempsey

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Dear Members of the F&GP Committee

**YOU ARE DULY SUMMONED TO ATTEND A MEETING OF
THE FINANCE AND GENERAL PURPOSES COMMITTEE TO BE HELD ON
THURSDAY 10 JULY 2025 AT 7.00 PM AT KEMPSEY COMMUNITY CENTRE**
where the business set out in the agenda below will be transacted.

Sharon Dunn
Clerk & Responsible Financial Officer
3 July 2025

AGENDA

1. Apologies: To receive apologies and to approve the reason for absence
2. Declarations of Interest
 1. Register of Interests: Councillors are reminded of the need to update their register of interests.
 2. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 3. To declare any Other Disclosable Interests in items on the agenda and their nature.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the Code of Conduct, **must leave the room for the relevant item/s unless a Dispensation has been granted.**

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

The meeting will be adjourned for up to 30 minutes for Public Question Time

The meeting will be adjourned for Public Question Time

The length of time any person can speak during Public Question Time shall be restricted to 5 minutes or longer at the discretion of the Chairman. Points raised by a parishioner should be concise and to:
raise new issues, request an update on a previously raised matter or offer new information on an existing issue.

Members of the public may not take part in the Parish Council meeting itself.

This period is not part of the formal meeting; brief notes will be appended to the minutes.

Under General Data Protection Regulations please note your consent is requested for your name and Address to be recorded/noted in the Public Question Time notes/comments.

3. **Minutes:** To consider the adoption of the minutes of the F&GP Committee meeting of 05.06.2025
Matters arising from previous minutes.
4. **Finance**
 - a. Automated Banking/ BACS Facility - update
 - b. Cambridge & Counties Bank - Maturity information for consideration
 - c. Nationwide Building Society - Safeguard request by 26.06.2025- update

5. Digital and Data Compliance

- New mandatory requirement for 2025/2026 that every authority must have a generic email account hosted on an authority owned domain.

6. Internal Audit

- Letter of Engagement 2025/2026 - To review

7. Documents

- Kempsey Emergency Plan to review

8. Service Agreements - To review

- a. Service Level Agreement YMCA Worcestershire & Kempsey Parish Council
- b. Clothing Bank sited at the Youth Centre - Three-month trial
- c. Platform Community Chest Application – Kempsey Youth Hub

9. Funding Opportunities

- a. MHDC Rural Fund - EOI Deadline Midday 7 July 2025
- b. MHDC Community Arts & Culture Grant - Deadline 9am Friday 1 August 2025
- c. MHDC Community Builder Funding - Additional Bridging Funding
- d. The FCC Community Action Fund - Closes 5.00pm 20 August 2025.

10. Councillor Complaints

- To standardise a response

11. Any Other Business

Under The Public Bodies (Admission to Meeting(s)) Act 1960 to consider excluding the public and press from discussions only in respect of agenda item **12,13 & 14** as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

12. Staff Matters - updates

- a. Worcestershire Pension Fund Employers Discretions
- b. Parish Office - Wednesday Opening Times

13. Leases

- a. Community Centre lease renewals and associated matters
- b. Request from Magic Moments Nursery - Lean to Extension

14. Land Registration

- Progress update