



PARISH COUNCIL
Kempsey

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD
ON TUESDAY 2 SEPTEMBER 2025 AT 4.00PM AT KEMPSEY COMMUNITY CENTRE**

PRESENT: - Cllr Waller (Chairman), Cllr Stevens, Cllr Gardener, Cllr Plummer and Cllr Cooke

IN ATTENDANCE: - Sharon Dunn (Parish Clerk and Responsible Financial Officer) plus one member of the Public.

1. Apologies: None

2. Declaration of Interests:

1. Register of Interests: Councillors were reminded of the need to update their register of interests.
2. Disclosable Pecuniary Interests (DPI): None
3. Other Disclosable Interests (ODI): None

Public Question Time – Appended to these minutes

3. Minutes: The minutes of the F&GP Committee meeting of 10.07.2025 were signed as a true and correct record.

Matters arising from previous minutes: -

- The Clothing Bank is insitu and proving to be popular
- The risk assessment and insurance details relating to the Dog Show Event later this month not yet received from KPCIC.
- The Emergency Plan has now been approved and will be loaded onto KPC's website together with a link to government advice on emergency planning.
- The funding agreement with YMCA is to be finalised. The first session will be on Monday 8 September. The equipment is to be ordered ready for this launch date.

4. Finance

a. To review bank accounts and balances for investment purposes.

Now KPC is using internet banking, the Unity Trust account has become the effective working capital account in place of the HSBC account. Cllr Cooke undertook to look into available accounts which might provide a higher rate of interest. To update at the next F&GP Committee meeting.

b. To review insurance quotes prior to renewal.

Two quotations for KPC's insurance were reviewed.

RECOMMENDATION: To place a proposal on the Parish Council agenda for September 2025 to accept one of the quotations entering into a one-year agreement from 1st October 2025 to 30th September 2026.

5. Digital

a. Update on a generic email account hosted by an authority owned domain.

A general discussion considered the information received at a recent webinar regarding the requirement to move to the use of a government or KPC owned domain. Next steps for confirmation.

b. Passkeys not passwords - implications for KPC. The Parish Office to follow up and advise.

Action

Clerk

Office

Clerk

Clerk

PC

Clerk

Office

Office

6. KPC Facilities

a. Martyn's Law legislation and implementation. The implications of Martyn's law for KPC facilities was discussed. It is not applicable to KPC, because the requirement to register a building with a capacity over 200 people does not apply.

b. Access to Plovers Rise facilities and equipment.

Unfortunately, there is no CCTV footage relating to the unauthorised removal of the cricket nets, due to timeframe confusion of retrieving this footage. The police have been updated.

A quote has been obtained for a pan, tilt and zoom CCTV security camera to increase security measures to the entrance of the playing fields with an app, to be shared with the Parish Office. To be considered at a future meeting.

Progress on commissioning new access barriers for Plovers Rise Playing Fields to include a height restrictor and retractable bollards were discussed. One quote has been obtained for each.

A request has been made to the Maintenance Technician to enquire if he is available to fit a height restrictor, if purchased separately as an alternative option.

7. Funding Opportunities

a. Status of the submitted and proposed applications – next steps and responsibilities.

The status of the various applications for funding was discussed to include: -

Landfill Funds

From speaking to the Compliance Officer and establishing that funding applications were significantly oversubscribed and outlining two potential projects, either

(i) Funding of the Rocky Bridge or

(ii) Security of the Playing Field at Plover's Rise.

The advice was to concentrate on one funding application to increase any chance of funding and to defer any further applications for a further six-month period. KPC are to try to progress an application for funding of the Rocky Bridge.

MHDC Legacy Funding - Awaiting EOI updates

Cllr Waller confirmed he had redrawn the plans, re-orientated the cabin and made a few design changes in relation to the IT/Youth cabin in preparation for the planning pre-application

MHDC Rural Fund

KPC were notified that they would be ineligible due to planning permission being required in relation to the application for £7,250 for refurbishment of the Plovers Pavilion club area into a Community Café. Since then. KPC have been working on a rebuttal concerning the planning permission together with justification. This has been submitted. The second stage deadline is to be submitted by 15 September 2025 via the Parish Office subject to EOI confirmation acceptance.

A spreadsheet has been devised to try to capture all funding applications, their status and requirements. To be updated by the Parish Office.

8. Projects

a. Heartstart Kempsey invitation – update and next steps.

The invitation for parishioners to participate in the Heartstart Kempsey project to be re-issued.

9. Survey Response

a. West Mercia PCC – Town and Parish Council Survey Response - survey closes Tuesday 14th October 2025.- **ITEM DEFERRED**

10. Any Other Business

Cllr Stevens asked if KPC could accept funds recently raised by Cllr Valley in support of the proposed Pump Track.

The Committee was updated by Cllr Stevens on plans for the Kempsey Live Music Event.

Clerk to seek further advice from Worcestershire CALC on donations, loans and fundraising.

Action

Deputy

NS

NS

CW

Office

Clerk

RESOLVED: Under The Public Bodies (Admission to Meeting(s)) Act 1960 to exclude the public and press from discussions only in respect of agenda item **11 & 12** as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Action

11. Leases

- a. Community Centre lease renewals and associated matters.

Matters relating to the Community Centre lease renewals are progressing.

12. Land Registration

Matters relating to land registration are ongoing.

Meeting Closed at 6.13 PM

Signed Chairman Date

PUBLIC QUESTION TIME

Cllr Waller asked Cllr Biddle who is a member of the Patients Participation Group if he could raise the subject of cancelling a doctor's appointment. At the moment, there is no quick, user friendly, mechanism to do so other than trying to telephone the surgery. This may be something to raise with our local MP.