



PARISH COUNCIL
Kempsey

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD
ON MONDAY 5 JANUARY 2026 AT 11.30AM 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)

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

No Questions for Public Question Time

3. Minutes: The minutes of the F&GP Committee meeting of 25.11.2025 were signed as a true and correct record. No matters arising

Action

4. Digital and Data Compliance

- a. Update on a generic email account hosted by an authority owned domain.
For transparency and accountability, Parish and Town councils are now advised to use a gov.uk domain name and dedicated council email addresses. This will ensure credibility, security and compliance with guidelines referenced in the Annual Governance and Accountability Return (AGAR) 2025/2026.

RECOMMENDATION: To place a proposal on the January Parish Council agenda to seek approval to apply for a.gov.uk domain name.

Clerk

5. Banking

- a. Bank accounts and balances for investment purposes were reviewed.
- b. Details of two potential new investment deposits accounts for Parish Councils had been identified, Hinckley & Rugby Building Society and Redwood Bank, with a **RECOMMENDATION** to deposit £120K in each, in short term interest accounts.
To review the deposits held with the other banks to increase the limits to £120K if possible.
- c. Capital Budgets for earmarked reserves for Community Centre Development/Infrastructure projects at Pixham Ferry Lane were assessed together with committed funds to support the Legacy Grant Scheme projects and the replacement of the Rocky Bridge.

Clerk

6. VAT

- a. Option to Tax – To seek further advice to register for VAT

Parish Office

7. Website Communication

- a. Proposal to place a summary of KPC activities and decisions, arising from the monthly meetings and based on the monthly committee reports from Chairpersons on the Parish Council; website to aid communication to parishioners. In the case of the Planning Committee report, it is likely that the entire report will be published on the website.

Parish Office

8. Tenders/Quotations – Opportunity to comment

- a. Invitation to Tender (ITT) for IT/Youth Hub Cabin – It is anticipated this tender will be launched on Contracts Finder later in this week.

Parish Office

b. Invitation to Tender (ITT) for the pump track – To be launched on Contracts Finder later today.	Parish Office
c. Invitation to Quote (ITQ) for Youth Centre Solar project – To be issued shortly.	Parish Office
9. Equipment	
a. RESOLVED: That the Parish Office formally advises Fladbury Cricket Club that they can retain the cricket nets on conditional permanent loan.	Action Parish Office
10. Any Other Business – None	
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. as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.	
11. Staffing Matters - Recruitment of Lengthsman - An advert is to be posted on the website, noticeboards and via Worcestershire CALC for the recruitment of a Lengthsman. - Duty of Care, Parish Office Staff - This was recognised with regard to recent unpleasant posts on social media with suggestions on how to help. - Community Builder - Discussion on extending the Service Level Agreement	Parish Office
Meeting Closed at 1.45 PM	
Signed Chairman Date	