



PARISH COUNCIL
Kempsey

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD
ON MONDAY 29 JANUARY 2026 AT 7.00 PM 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 parishioner

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 5.1.2026 were signed as a true and correct record. Under matters arising the.gov.uk domain name was raised. The Clerk confirmed this would be given attention in February and be implemented to coincide with the financial year end.

4. Banking

Redwood Bank & Hinckley Building Society Savings - To agree on type of accounts to proceed with £120K investments agreed for each, resolved at the January Parish Council meeting. It was agreed to invest £120K in a 1-year fixed account with Redwood Bank offering interest of 3.95% AER and to invest £120K with Hinckley & Rugby Building Society in a 90 Day notice account offering 2.9%AER. The £240K would be transferred from the HSBC account.

5. VAT

The Parish Council currently reclaims VAT under Section 33 of the VAT Act 1994 using the VAT126 process. This applies to existing community and youth centres provided as part of the Council's statutory and community functions. The Council hopes to expand its building portfolio, so is currently investigating obtaining specialist advice on VAT matters, The Chairman and Clerk attended a free 'Discovery Meeting' with a local Accountants practice, where a VAT specialist was on hand to offer some professional advice on a number of proposed KPC projects, the implications including a discussion on the opting to tax. The meeting was very informative and reassuring. The specialist confirmed that there was no limit to the amount of VAT that KPC could reclaim for expenditure on applicable activities. Further quotes to be obtained as a comparison on cost.

6. Pump Track and Other Projects

There has been a good response from potential bidders to the tender and three accompanied site visits by bidders have taken place with a further provider visiting the site independently.

Several expressions of interest have also been received for the IT Hub.

One bid has been received so far relating to the solar energy project. Looking into the options for internal or external battery storage and battery storage safety. It was established that there was already cavity wall insulation at the Youth Centre so this element could be removed from the overall project.

Pursuing quotes to remove the trees behind the Youth Centre and considering planting some decorative trees by the Napleton Lane entrance in mitigation.

Works to the kitchen in the pavilion are almost complete and a security policy is to be devised for the whole of the building to include the intruder alarm, fire alarm and door locks together with

Action

Deputy

Clerk

CW/NS/RG

Clerk/Chair

Deputy

Clerk

<p>an inventory list for insurance purposes.</p> <p>KPC has signed a funding agreement with Platform Housing for internet gaming equipment for £1,500. This started out as a Service Agreement which was expanded and redrafted as a Memorandum of Understanding.</p>	Action
<p>7. Sports Pavilion</p> <p>Site issues - Following the being roof inspected, which highlighted the poor condition of the Velux roof lights, consideration is to be given on whether to replace, repair (where possible) or remove and re-tile into the current Velux specs.</p> <p>It was agreed to obtain quotes to replace the roof window units and also obtain quotes to remove and re-tile.</p> <p>Cllr Allen has kindly offered a grant of £1K to support the Pavilion Café project.</p>	P. Office
<p>8. Any Other Business</p> <p>Cllr Stevens confirmed he had attended the Worcestershire CALC Area meeting via zoom. Reference was made to the CALC update 26-01 introduction of a new support ticket system where only Clerks and Chairs can now request advice from Worcs CALC and that it was not open to all councillors to address queries directly. Councillors felt this was an unfair process especially if queries of a confidential nature needed to be addressed.</p> <p>In the latest update there was also a questionnaire concerning pump tracks and whilst not relevant at this stage some feedback following the results would be very interesting and beneficial moving forward.</p>	
<p>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 9-13 inclusive as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.</p>	Clerk/CW/NS
<p>9. A request from a tenant to add an additional outbuilding was considered. A meeting is to be arranged to understand the scope of work.</p>	PC
<p>10. Subletting of the Plovers Rise sports pitches. Cllr Cooke to pursue a meeting with KCFC.</p>	NS/EP/PC
<p>11. Staffing Matters - An Interview Panel was formed comprising of Cllrs Stevens, Plummer and Cooke to assist with recruiting a Lengthsman is to meet on 10th February 2026. The previous Lengthsman is to be contacted to see if he would be available to attend this meeting to offer his valuable experience and be available to answer any questions.</p>	Clerk/NS
<p>12. Community Builder Role - Extension of Service Level Agreement</p> <p>A proposal is to be made to Full Council for an extension to the Service Agreement to 31 March 2026 with key objectives and an action plan in place. The position beyond March 2026 was established.</p>	Deputy
<p>13. Pavilion Café - An advertisement for a Café Manager with job description is to be issued soon with a closing date of Friday 20 February 2026 for interested applicants.</p>	
<p>Meeting Closed at 9.23 PM</p>	
<p>Signed Chairman Date</p>	