



**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD  
ON TUESDAY 24 MARCH 2026 AT 10.30 AM AT KEMPSEY COMMUNITY CENTRE**

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

**IN ATTENDANCE:** - Sharon Dunn (Parish Clerk & Responsible Financial Officer) and  
Claire Witton (Deputy Clerk)

**1. Apologies:** Cllr Plummer (Personal) - Accepted

**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 04.03.2026 were signed as a true and correct record.

Matters arising from previous minutes. Cllr Gardener referred to minute reference 5.i confirming there were no size limitations for an extension, and we were not restricted to 200m<sup>3</sup> capacity on a pre planning application.

**4. Audit 2025/2026 – Assertion 10 Requirements - Digital and data compliance**

- Domain Name - The domain name has been approved by the provider Cloud Next, a recognised government approved provider.  
The preference was to only have one email address for the Parish Office rather than Parish Office staff each having their own. The email address will be clerk@kempseyparishcouncil.gov.uk. The next steps are to set up individual email address accounts and to make operational.
- IT Policy - To feature as a proposal on the March EOM agenda.

**5. Update on Legacy Grant Scheme funded projects**

- a. The Proposal was modified to read 'Proposal to appoint Clarke & Kent as the preferred company for the construction of a pump track at the new Community & Sports site. The modification was agreed and then taken to a vote. **RESOLVED:** To appoint Clarke & Kent as the preferred company for the construction of a pump track at the new Community & Sports site.
- b. Review of IT and Youth Hub Project - funding, options and bid evaluation  
After trying to withdraw the LGS funding application, mainly on cost grounds as agreed at the March Parish Council meeting, MHDC are now offering an enhanced funding offer. KPC explored extending the Youth Centre or reallocating the money to the Pixham Ferry Lane Project. MHDC has confirmed due to timescales this money would only be available to support this project only and no reallocation would be permitted.  
The committee discussed building design both internal and external and usage.  
It was agreed to proceed with this project with a modular building to be full funded by MHDC. A proposal is to feature on the EOM March agenda.

Whilst liaising with MHDC, it appears there is some additional S106 funding available which could potentially be used to undertake additional improvements to the Sports Pavilion. It was agreed to submit a S106 funding application to try to secure this money.

Action

- c. Youth Centre Energy Efficiency project – update  
 To submit any outstanding evidence to enable the grant agreement to be completed. Enquiries had been made with our current insurance provider concerning the solar panels and storage batteries. Unfortunately, our current insurers cannot provide insurance cover for Lithium Polymer batteries relating to this project and have advised on the obligations relating to photovoltaic installations. To follow up.  
 The tree surgeon is booked for the 6 April 2026 to remove the trees.

**6. Annual Parish Meeting -** Date, time, venue and format and Guest Speakers to discuss  
 It was suggested to try and secure a Guest Speaker to talk about unitary authorities and the impact that this would have on Parish Council’s moving forward. Date and time to be announced subject to the Guest Speaker’s availability.

**7. Local Government Reorganisation Consultation -** It was agreed not to respond to this consultation due to the protracted questions and other ongoing work commitments.

**8. Any Other Business.**  
 No additional funding is available from MHDC to support the Pixham Ferry Lane Project.

**RESOLVED:** Under The Public Bodies (Admission to Meeting(s)) Act 1960 to exclude the public and press from discussions only in respect of agenda items 9, 10 & 11 inclusive as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**9. Appointment of Pavilion Café Manager -** Chloe Wright has been successfully appointed to the role of Pavilion Café Manger from 27 March 2026 with a service agreement to be signed.

**10. Appointment of Lengthsman -** A candidate has been selected for this position with an agenda item to feature on the EOM March agenda.

**11.Appointment of Maintenance Technician** A candidate has been selected for this position with an agenda item to feature on the EOM March agenda.

Meeting closed at 1.09 PM

Signed ..... Chairman ..... Date