

**Minutes of the Finance and General-Purpose Committee Meeting on  
Wednesday 14<sup>th</sup> January 2026 @10.30am**

- 1) **Present** – Councillors S Bestwick, M Smith & C Barnfather.  
**Clerks to the Council** Belinda Kalka & Amanda Rowbotham
- 2) Apologies. – Cllr H Stoddart, R Stevenson & C Pitt.
- 3) Declarations of Interest. - None
- 4) Minutes of Meeting of 15<sup>th</sup> October 25 & Matters Arising - proposed by Cllr S Bestwick and Seconded by Cllr M Smith.  
Minutes would be signed by the F&GP Chairman Cllr S Bestwick as a correct record- **and be published on the website.**
- 5) Accident reports/customer suggestions/Policy Reviews

**Customer suggestions received. –**

- Ravenshead REDS have suggested markings are placed on the 3G to accommodate 3v3 football ready for the 26/27 season. – Quote in the pack

**RESOLVED** As recommended by the FA and Football Foundation the areas are to be marked out by removable disc markers. This can be reviewed once the scheme is established.

**Accidents & Incidents Reports**

**All to be reported to Full Council 19<sup>th</sup> January 2026**

| <b>Date</b> | <b>Site of accident/incident</b> | <b>Staff member reported?</b> | <b>Nature of Accident/incident?</b>                            | <b>Action Taken</b>            |
|-------------|----------------------------------|-------------------------------|----------------------------------------------------------------|--------------------------------|
| 07/10/2025  | Netball Court 1                  | Claire Baker                  | Tripped over her own and someone's foot causing a broken wrist | Taken to Hospital              |
| 05/11/2025  | Sports hall                      |                               | Went over on ankle whilst playing football                     | Icepack applied and taken home |
| 05/12/2025  | Sports Hall                      | Amanda Rowbotham              | Table Tennis Table was pushed over onto his foot. Bruised foot | Went home                      |
| 10/12/2025  | Petanque Piste                   |                               | Tripped on the Petanque strings, cut hand and lip.             | Played on                      |

**RESOLVED** All the above noted and to be reported to full council on the 19<sup>th</sup> January 26.

**Policies for Review-Full Council 19<sup>th</sup> January 2026**

**NEW- Transgender laws- woman is defined by biological sex under equalities law.**

- Policy P037 & P037A to be reviewed in line with the new ruling

- Discussion on Changing and Toilet facilities usage and signage needed

Wording on the Equality Human Rights website as of 26/09/2025

Following the UK Supreme Court ruling on 16 April 2025, this guidance is under review

Advice from Fran Whyley GBC to withdraw the policy until further clearer advice is finalised.

#### **Policy for Adoption/replacement**

- P040 - IT Policy – Assertion 10
- P008 – Withdraw Legionella Policy and replace with Legionella Risk Assessment
- P008A – New Legionella logbook to coincide with the risk assessment

**RESOLVED** Policy P037 & P037A -New wording to replace the policies to be approved.  
Recommended the replacement of the Legionella Policy with the new Risk Assessment and introduction of P008A Legionella Logbook.

#### **Policies for review**

- |             |                                                                 |                  |
|-------------|-----------------------------------------------------------------|------------------|
| • P007      | 3G Conditions Of Use-<br>amendments and review date             | Slight           |
| • P010      | Contractor Employment Policy<br>amendments and review date      | Slight           |
| • P011      | Leisure Centre Signage                                          | Review date only |
| • P012      | Booking Secretary Risk Assessment<br>amendments and review date | Slight           |
| • P013      | Parish Clerk Risk Assessment<br>amendments and review date      | Slight           |
| • P018A/B/C | Child Protection Policy<br>amendments and review date           | Slight           |
| • P019      | Audit Assessment and Action Plan                                | Review date only |
| • P020      | Petty Cash                                                      | Review date only |
| • P021      | Members Code Of Conduct                                         | Review date only |
| • P022      | Staff Safety Policy                                             | Review date only |
| • P023      | Accident Reporting Procedure                                    | Review date only |
| • P023A     | Accident Reporting Form                                         | Review date only |
| • P023B     | Incident Reporting Form                                         | Review date only |

**RESOLVED** Dates and Alterations noted and recommended to Full Council for approval.

#### **Lengthsman**

- Continuation of the scheme confirmed, awaiting fund amount.

#### **Legionella-**

- Scaffold permanent structure inspection due May 26.-
- Tanks inspection next due in May 26-
- Showerhead disinfection due February 26 -Contacted to schedule

- Water sample due February 26 - Contacted to schedule
- Calorifier inspection & TMV Service next due June 26 –
- TMV Testing & Recalibration due Jan 26- Contacted DAE Mechanical to schedule

#### **Maintenance Leisure Centre**

- Gas service by 'Matro' next due August 26, and to include recommissioning one of the heaters as we are running on 3 only through winter 25/26.
- Football pitch maintenance ongoing- Pitch assessment received November 25 – Meeting took place 5<sup>th</sup> December 25 with FF and GMA.
- Quotes for New Tractor and attachments (Application to FF for 75% of costs)- To review in the new year.
- Large Sport Hall Fans need Maintaining / Replacing – Ongoing
- Tennis Court 1 Surface Damage, Small hole developing- To monitor
- Tennis Court 2 Tree Root damage and holes appearing- More complaints received through Netball and tennis. Trip hazard. New revised quote included in the pack. Court 1 is also seeing the same issues appearing. -Quotes received and funding applied for.
- Tennis court clean and treatment next due October 26.
- Pitch Power checks due March 26
- Flooding issues at the rear of the building
- 3G pitch report

**RESOLVED** All above information noted.  
Flooding from a broken drain at the rear of the building, works to be carried out under the clerk's mandate by the Leisure Centre Handyman. To be invoiced separately from his Handyman work.  
Noted the age deterioration of the 3G pitch and requested that this is added to the Capital Programme List and the priorities reassessed.

#### **Utilities**

- Solar Power initiatives- Quote renewed from CEMA Lighting. Onsite meeting to discuss held on Thursday October 2<sup>nd</sup>.
- LED Floodlights- Audit taken place by CEMA Lighting and renewed quote received.

#### **Pitch 4 advertisements**

- 2025/26 invoices sent

**RESOLVED** Above information noted.  
Cllr C Pitt to arrange a presentation in the future on Solar Power and LED initiatives.

6) Quarterly Variance Analysis- Accounts October- December 2025

**RESOLVED** Both the Leisure Centre and Parish revenue variances indicated that spending remains within budget.  
Belinda Kalka would continue to ringfence £38,000 at the start of each financial year to cover the PWLB repayments.

7) 2026-27 Budget & Precept options –

**RESOLVED** Cllr S Bestwick and the Clerk B Kalka have summarised the accounts for 2025/26 and the proposed budget requirements for 2026/27 were discussed.

The budget/precept recommendations for the Full Council Committee on 19<sup>th</sup> of January 26.

For approval by Full Council four options for the 2026/2027 precept at band D were discussed as proposed/approval by the Full Council.

The three options were as follows with the recommendation from the F&GP of **option 2**.

|                 |               |                               |
|-----------------|---------------|-------------------------------|
| Option 1        | £62.41        | 2.97 % annual increase        |
| <b>Option 2</b> | <b>£63.00</b> | <b>3.94 % annual increase</b> |
| Option 3        | £63.62        | 3.96 %annual increase         |

8) CIL- report- update

**RESOLVED** The next scheduled CIL report is due in March 2026.

9) Leisure Centre

a) Refurbishment- Finances – Discussed within the budget and finances

10) HR Discussions

- Parish Clerks Meeting
- Booking Office Staff

**RESOLVED** Parish Clerks Meeting to be attended via Teams by both Clerks. Discussions regarding the staffing of the booking office and possible reorganisation of rotas and working ethos to be discussed going forward.

11) AOB- NONE

**12) Date of Next Meeting- 8<sup>th</sup> April 2026 @ 1030am.**

13) Closure