

**Minutes of the meeting of the Benson Parish Council Finance Committee held on
Tuesday 16th September 2025 at 6pm**

Present: Cllr Jordan (RJ)
Cllr Pattison (BP)
Cllr Baylis (PB)

Apologies: Cllr Murray (PM)
Proper Officer: Anna Field (RFO)

1. **Apologies and note of absence** – Cllr Murray
2. **Declarations of Interest** – none were declared.
3. **Public Session** – there were no members of the public present
4. **Minutes of the last meeting** – The minutes of the Finance Committee meeting held on Tuesday 15th July 2025 were agreed as a true record of the meeting by the members who attended
5. **Banking** – The mandates to close the Nationwide and Coop bank accounts need to be re-signed by authorised signatories even though we have no records of who these might be!

RFO asked the committee to note that the Bloomfield bequest will now be transferred from the current account into its own savings account and there will also be another large transfer in the monthly payment schedule to separate the CIL from general funds
6. **Budget 2025/26 half year position**

Full Council to note – £3000 from the Parish Hall Paving Repair project fund has been moved into a new project fund called Millstream Toilet Paving Repair Fund and will be used to resurface the paving around the public toilet CLK

Full Council to note To Note – we have sought advice from solicitors regarding the Public Art agreement drafted by SODC. There will be a cost implication to this CLK
7. **Budget 2026/27** – all committees to get their strategies and budget requirements to the RFO by 7th October ALL
8. **Allotment Rates**

Recommendation to Full Council to increase the allotment charges effective 1 October 2026 to 14p per sq m and an admin charge for each tenancy of £15.00 CLK
9. **Paddock Water Charging**

PB to write to to paddock tenants re water charges and to request part of the paddock during the Cuckoo Pen works PB

BENSON PARISH COUNCIL

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10. **Hall Hire Rates** – it was agreed that no further discounts will be offered to regular hirers of the hall beyond those that already apply

11. **Caretaker Rates**

Recommendation to Full Council to increase the hourly caretaking charge for hall hirers to £20 plus VAT for weekdays and up to 6pm on Fridays, £30 plus VAT from 6pm Fridays to 6pm Saturday and £40 from 6pm Saturdays, all day Sundays and Bank Holidays.

CLK/ RFO

Call out rate for caretaker attendance in an emergency will be £50 plus VAT at all times

12. **Pavement Licence for No 25** – PB to pick this up with the café owners in October

PB

13. **Vote to exclude the general public from the remainder of this meeting pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 because of the sensitive nature of the business to be transacted under the agenda**

unanimous

- i) Staffing Matters were discussed and minuted separately

14. **Any Other Business and Items for the Next Agenda**

- i. To Note – we have secured new 3 year energy contracts at very favourable rates on the advice of our utility brokers with Positive Energy and Smart Solutions. These will be effective from October 2026 and will lock in current prices which are lower than they have been for a while, but are expected to increase again shortly
- ii. Items for next agenda – Councillor Code of Conduct & External Audit report

Date of Next Meeting 15th October 2025