

**Minutes of the meeting of the Benson Parish Council Finance Committee held on  
Tuesday 10<sup>th</sup> February 2026 at 6pm**

Present: Cllr Jordan (Chair) (RJ)  
Cllr Pattison (BP)  
Cllr Baylis (PB)  
Cllr Murray (PM)  
Cllr Skeels (IS)  
Nicola Copland (CLK)  
Proper Officer: Anna Field (RFO)

1. **Apologies and note of absence** – none
2. **Declarations of Interest** – RJ signed for agenda item 8.
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 9<sup>th</sup> and 16<sup>th</sup> December 2025 were agreed as a true record of the meeting by the members who attended
5. **Solar Panels** – the insurance quote has not yet been received. Clk to continue to press for it. RFO to follow up enquiries into leasing solar panels. CLK/ RFO
6. **Public Art Fund** – the transfer of monies is imminent. One copy invoice is required from David Harber and RFO is arranging this RFO
7. **Hall Hire Deposits**  
**Full Council to note that the facility now exists for us to ‘capture and release’ hall hire security deposits. Therefore the standard Ts&Cs of hire will be amended and security deposits will be taken on a discretionary basis for hall hire that is deemed high risk.**
8. **Tennis Club** In response to the recent meeting with the Tennis Club at which they set out their ambitious plans for development of the sport in Benson, the committee agreed;
  - i) BPC are fully supportive of the clubs plans and look forward to seeing the future developments
  - ii) The user clause of the draft lease can be widened to include ‘racket sports’
  - iii) The club are welcome to use a room at the Parish Hall for their AGM at a discount of 30%
  - iv) The survey of the tree roots should be sent to BPC asap for review by the arboristRFO/CLK
9. **Green Spaces** – PM reported that three of the David Wilson Homes green spaces amounting to 4.863ha have been transferred to BPC and commuted sums are going to be transferred imminently. Clk to ask for legal CLK

documents to show transfer so that RFO can inform our insurers and add to asset register

**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) No staffing matters were discussed

#### **10. Any Other Business and Items for the Next Agenda**

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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| i) There has been a meeting with the Scouts to hear what their future plans are and their premises requirements. Meeting notes will be circulated                                                                                                                                                                                                                                                                                                       | RFO |
| ii) The Community Shed have asked when their grant will be paid. RFO to respond that BPC are waiting for details of the equipment they are proposing to purchase with it, before it can be released                                                                                                                                                                                                                                                     | RFO |
| iii) RFO would like to discuss an amendment to the Grant Policy so that grants of over £2000 are paid on sight of invoices rather than just transferred upon BPC resolution. Add to next agenda                                                                                                                                                                                                                                                         | RFO |
| iv) RFO asked the committee to note that local contractor used by BPC has been barred from being a company director due to unpaid taxes of over £300k. The contractor, Neil Aldridge has recently carried out some work and is awaiting payment from us. The quote and invoice have come from him personally and not his limited company. OALC have advised that our contract is with him and not the limited company therefore we are clear to pay it. |     |
| v) RFO asked if BPC need to renew the webhosting of bensonplan.org. IS and PM agreed we should use links on our webpage to SODCs copy of our Neighbourhood Plan and we don't need this domain any more. RFO to cancel                                                                                                                                                                                                                                   | RFO |
| vi) A staff member has enquired about a bike to work scheme. RFO to ask them to investigate it and come back to the committee with the details.                                                                                                                                                                                                                                                                                                         | RFO |
| vii) RFO reported that the full year spend forecast had been updated using figures up to Q3 and was still on track as expected                                                                                                                                                                                                                                                                                                                          |     |
| viii) Next agenda – the updated risk assessment register and asset register need to be agreed                                                                                                                                                                                                                                                                                                                                                           | RFO |
| ix) PM asked if CIL and Commuted Sums have their own bank accounts – RFO confirmed they are held separately from our general funds (but together) and detailed tracking ensures they are accounted for accurately                                                                                                                                                                                                                                       |     |
| x) Clk would like Council Strategy on the next agenda                                                                                                                                                                                                                                                                                                                                                                                                   | RFO |
| xi) PB requested that Committee spending caps are put on the next agenda                                                                                                                                                                                                                                                                                                                                                                                | RFO |

**Date of Next Meeting 10<sup>th</sup> March 2026**

**BENSON PARISH COUNCIL**

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