PADSTOW TOWN COUNCIL

Minutes of the Finance and General Purposes Committee meeting held on Tuesday 18 November 2025 at 7.00 pm in the Council Chamber, Station House, Padstow

Present: Councillors R Higman (Chair), M Rickard (Vice-Chair), Mrs J Dawe, K Freeman and A Rees

In Attendance: Mrs N Barnes (Responsible Financial Officer) and Mrs S Daly (Assistant Town Clerk/Assistant RFO and Minute Taker)

FGP2025/24 **Apologies and Announcements:** i) Apologies were received from Councillors G Chapman and A Hoskin; and ii) Announcements: The Chair reminded members of Financial Regulation 4.8 and that members must disclose at the start of the meeting if Section 106 of the Local Government finance Act 1992 applies to them.

FGP2025/25 **Declarations of Interest:** There were no declarations of interest.

FGP2025/26 **Public Participation:** There was no public participation.

FGP2025/27 **Minutes 16 September 2025: RESOLVED** that the minutes of the meeting held on Tuesday 16 September 2025 were a true record of the meeting and they were signed by the chair.

FGP2025/28 **Committee Works:**

i) Update: The update was noted for information. In addition, the Assistant Town Clerk/Assistant RFO advised that the Council had successfully achieved Cyber Essentials Accreditation and the setting up of Cllr emails was still in progress. There was discussion of the outstanding Grant Awards, it was noted that for some organisations this was likely due to when in their financial year the money was required.

ii) Programme: The programme was noted without change.

FGP2025/29 **Budget Report 2025-26:** The report was noted for information and consideration given to the virement of funds due to legal costs and insurance costs being higher in 2025-26 than allowed for in the budget. It was noted that such virement would not affect the Council's General Reserve Policy.

RESOLVED to agree to the virement of funds from the General Fund to Investment Properties Expenditure of i) £10,000 for insurance; and ii) £10,000 for legal fees.

FGP2025/30 **Budget 2026-27:**

a) Member's Allowances: Consideration was given to setting a member's allowance. It was noted that one had not previously been set, and members were not keen to see one

set for 2026-27. There was a general feeling that a financial payment was not necessary however, a mechanism to recognise the time and effort Councillors put into their parish duties would be appreciated. The RFO confirmed that whilst the Cornwall Association of Local Councils advise against gifts for Councillors, they confirmed it was legally permissible.

RESOLVED TO RECOMMEND TO THE FULL COUNCIL THAT no members' allowances be set for 2026-27.

b) Committee Recommendations: The Chair referred members to the agenda report detailing the specific recommendations of the Community and Facilities, and the Personnel and Staffing Committees in relation to revenue income and expenditure which members were supportive of.

RESOLVED i) to note the Committees' Budget Meeting recommendations relating to revenue income and expenditure as per 2.2 of the agenda report; and ii) to provisionally agree their inclusion in the Draft Budget 2026-27 in order for the Committee to consider the Draft Budget in its entirety under a later agenda item.

RESOLVED i) to note the Committees' Budget Meeting recommendations relating to capital expenditure as per 2.3 of the agenda report; and ii) to provisionally agree their inclusion in the Draft Budget 2026-27 in order for the Committee to consider the Draft Budget in its entirety under a later agenda item.

c) Draft Budget 2026-27: Members gave careful consideration to the agenda report on this item and the appended draft Budget 2026-27 which included the recommendations of the Community and Facilities, and the Personnel and Staffing Committees.

FGP Considerations: The Chair referred members to the specific considerations relating to the Finance and General Purposes Committee. In response to a member query the RFO confirmed that there was sufficient budget for the suggested provision of £35,000 for Community Grants and it was noted that Committee did not have to award the full provision.

RESOLVED to agree the inclusion of a £35,000 provision for Community Grants in the Draft Budget 2026-27.

Earmarked Reserves: Members were in agreement with reviewing the level of Earmarked Reserves at a later date once more accurate costs for the Dock Wall works were known. **RESOLVED** to agree that the level of Earmarked Reserves remain unchanged for 2026-27 at this time but that they be reviewed in January-February 2026.

Revenue Income and Expenditure: Members were satisfied with the included provisions but in light of earlier discussion (Min No FGP2025/30 refers) that the Democratic Core contingency budget be increased to include a Councillors Recognition Gift provision. **RESOLVED** to revise the contingency budget in the Democratic Core to £2,000 in the Draft Budget.

Capital Expenditure: Members were satisfied with the included provisions and **RESOLVED** not to make any additional Capital Expenditure provisions in the Draft Budget.

Draft Budget 2026-27: Having considered the agenda reports and the Draft Budget in full, consideration was given to agreeing the same.

RESOLVED TO RECOMMEND TO THE FULL COUNCIL THAT the Draft Budget 2026-27 as detailed in the agenda pages, but subject to the amendments detailed in the previous resolutions, be approved.

d) Precept 2026-27: Members were pleased to be able to again set a balanced budget without the need to set a precept for the parish. It was noted that without car parking and rental income, the additional council tax cost to the average Band D property in Padstow Parish would be approx. £472 per annum.

RESOLVED TO RECOMMEND TO THE FULL COUNCIL THAT no Precept be set for 2026-27

e) Business Plan: The Chair referred members to the revised Business Plan for 2026/27-2028/29 and noted the level of work that had gone into improving the same. Members were satisfied with the mission statement, aims and objectives, and capital projects. With regard to semantics, it was preferred that "Mayor" be considered neutral and to remove references to "Mayoress".

RESOLVED to make the following amendments to the Business Plan 2026/27 – 2028/29: i) remove references to "Mayoress" in favour of "Mayor" in all instances; and ii) to delete the additional word "all" in the last line of the Personnel and Staffing Committee Scope [agenda page 26].

RESOLVED TO RECOMMEND TO THE FULL COUNCIL THAT the Padstow Town Council Business Plan 2026/27 – 2028/29 as detailed in the agenda pages, but subject to the amendments detailed in the previous resolutions, be approved.

FGP2025/31 **Future Meetings:** Future meeting dates and times were noted as per the agenda, next meeting being Tuesday 17 February 2025 at 7.00 pm.

FGP2025/32 **It was RESOLVED to exclude the press and public due to the confidential nature of the business about to be transacted.**

FGP2025/33 **Budget 2025/27: Committee Recommendations:** There was no confidential discussion of this item.

FGP2025/34 **Debt Monitoring and Recovery:** See confidential minutes.

Meeting closed at 7.35 pm