

Boughton Monchelsea Parish Council

Finance Committee

**Minutes of the Parish Council Finance Committee Meeting held at 7pm on
14th August 2025 in the parish office within Boughton Monchelsea
village hall, pursuant to notice.**

Present:

Cllrs M. Allen (Chair)
D. Smith
R. Martin
J. Green

Parish Clerk

1. Apologies : None
2. Filming of meetings : Nobody expressed any intention of filming the meeting
3. Notification of late items for inclusion on the agenda : None
4. To decide whether the public and press should be excluded from the meeting for any Item : No excluded items
5. Declarations of Interest in Items on the Agenda / Requests for Dispensations : As a trustee of the village hall committee, Cllr Smith declared an interest in item 8.2
6. Matters outstanding from minutes 5th December 2024
Clerk to obtain day rates from 3 landscape maintenance contractors. **CLERK**
7. Minutes of the meeting held on 5th December 2024
The minutes of the finance committee meeting held on 5th December 2024 were agreed.
Cllr Allen signed the minutes.
8. Discussion items :
 - 8.1 Review of 25/26 income and expenditure to date
25/26 income and expenditure to date was approved. Cllr Allen signed the bank reconciliation.
 - 8.2 Discuss three current PC projects for 25/26 including any proposals for the next PC meeting
Village hall shallow pitched roof
 - Following discussion it was agreed that a recommendation should be made to the full Parish Council to appoint professional advisers to manage the project on behalf of the village hall committee
 - Project will need to comply with Construction (Design & Management) Regulations 2015 and Building Safety Act 2022
 - Contract to be awarded in accordance with Parish Council financial regs. JCT minor works contract considered to be appropriate
 - Reporting procedure needs to be put in place as the project progresses

- Work delayed until 26/27. Funds need to be budgeted accordingly. An updated budget figure will be required for November to allow preparation of the full Parish Council budget, for agreement at the January PC meeting
- Councillors to progress the above items with village hall committee

CLLRS GREEN & SMITH

Woodland adventure walk

- Cllr Green stated that BMAT's public liability insurance policy will cover the proposed woodland adventure area and RoSPA inspections can be arranged
- Permission from the landowner, Loose Swiss Scouts has been obtained. Need to speak to Loose Amenities Association
- Need to come up with a plan of the proposed work. Will be done one piece at a time
- Final agreement for the project to be obtained at the next full Parish Council meeting, at the recommendation of the finance committee

CLLR GREEN

CLERK

Footway improvements

- Lengthy discussion took place. It was agreed that a path along Brishing Road between Langley Park country park and Furfield Park open space should be the focus. As a first step, contact to be made with the adjacent landowner

CLERK

8.3 Discuss future Parish Council funded work in line with financial regulations
Covered above.

9. Any other Business. (Non decision items only)
Cllr Smith stated that he would speak to Wellers regarding the PC / BMAT VAT situation

10. Date of Next Meeting: Thursday 4th December at 7.30pm.

Meeting closed at 9.30pm.