

Minutes of Finance & Premises Committee Meeting

Held in the Court House, Queens Street, Stradbroke

Tuesday, 2nd December 2025, starting at 7.30pm

Present: Antony Bush (Chair), Lawrence Champion, James Hargrave, Caroline Stebbing

In attendance: Odile Wladon (Clerk)

FP.25.12.01	Chairs welcome
FP.25.12.02	Absences: Councillors noted the apologies received from Maureen John
FP.25.12.03	Declarations of interest a) Councillors declared interests in subsequent agenda items as follows: i. Pecuniary Interests – all as budget and precept being reviewed. ii. Other registerable interests - none iii. Non-registerable interests – James Hargrave as Director of Stradbroke Media CIC regarding Music Day donation b) Dispensations: all Councillors receive dispensation to review the annual budget and precept setting.
FP.25.12.04	Minutes of previous meeting Councillors resolved to approve the minutes of the meeting held 30 th October 2025 as a true record of the business conducted.
FP.25.12.05	Public Forum: No comments or questions received.
FP.25.12.06	Policies: a) Grant Awarding Policy – change to £250 the total grant requiring advance notice b) Reserves Policy – minor editing changes highlighted in yellow Both policies were reviewed and changes accepted. Policies will be recommended to full Council for approval.
Finance	
FP.25.12.07	Budget 2026-27 a) Councillors reviewed quotes received for grass cutting for next 3 years. Councillors noted that no other quotes were received. Councillors recommended the adoption of the quote from Hammond Garden Services and this will be an agenda item for full Council. b) Councillors reviewed the draft budget and agreed that the Clerk should make the following minor amendments ahead of submission to the full Council for approval: Increase donation to Music Day to £1500 Add in £200 to miscellaneous income to cover shed fees.
FP.25.12.08	Internal Audit – 2025-26 Councillors reviewed the internal audit plan submitted by Mr Brown and agreed to recommendation his appointment to the full Council.
Premises	
FP.25.12.09	Cemetery Cemetery Rules and Regulations Councillors debated the current documents and agreed that significant changes need to be made and asked the Clerk to draft new documents for review at the next meeting. Councillors agreed that they would not recommend changing the period of Exclusive Rights of Burial.
FP.25.12.10	Tennis Courts a) Councillors reviewed the quotes and determined that the Tennis Club's preferred supplier is suitable to be taken forward and that their quote should be included in the

	<p>grant application form.</p> <p>b) Councillors reviewed draft business case and grant application form for the resurfacing project. Councillors resolved to agree the documents for submission to Mid Suffolk District Council with minor amendments.</p> <p>c) Councillors resolved to approve the proposed heads of term for the lease.</p>
FP.25.12.11	<p>Health Centre</p> <p>The District Valuer has agreed the rent review at £25,100 – this will be backdated to November 2023.</p> <p>Work on the rent review due November 2026 will start in May 2026.</p> <p>Quotes for blinds are still to be obtained.</p>
FP.25.12.12	<p>Date of next meeting: Tuesday, 7th April 2026 at 7.30pm</p>

Meeting closed at: 8.50pm

Signed: _____

Date: