



Penrith Town Council

Unit 1, Church House, 19-24 Friargate, Penrith, Cumbria, CA11 7XR

Tel: 01768 899 773 Email: office@penrithtowncouncil.gov.uk

DRAFT Minutes of the meeting of the

FINANCE COMMITTEE

Held on Monday 23 June 2025, at 5.15pm.

PRESENT

Cllr. Burgin	South Ward	Cllr. Lawson	Carleton Ward
Cllr. Jackson	North Ward	Cllr. Rudhall	East Ward
Cllr. D. Jayson	North Ward	Cllr. Shepherd	East Ward

Responsible Finance Officer
Services and Contracts Manager

The Town Council resolved from 15 May 2023, until the next relevant Annual Meeting of the Council, which having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

DRAFT MINUTES FOR THE MEETING OF FINANCE COMMITTEE 23 JUNE 2025

FIN25/01 Apologies for Absence

Apologies for absence were received from Cllr. Kenyon.

FIN25/02 Appointment of Vice Chair

Councillor Lawson be appointed as Vice Chair of the Finance Committee for the remainder of the 2025-26 municipal year.

FIN25/03 Declarations of Interest and Requests for Dispensations

Members were asked to disclose their interests in matters to be discussed whether disclosable pecuniary or other registrable interest, and to decide requests for dispensations.

There were no declarations of interest and requests for dispensations.

FIN25/04 Public Participation

Members received the following questions from a member of the public:

"If the Council can provide clarification for the expenditure for the May Day 2025 event."

The Chair informed the meeting that a report on the May Day event including a financial summary will be brought to a meeting of Full Council on the 14 July 2025.

"Why as a member of the press could the Council not have provided this answer to the question that they had submitted by email prior to the meeting."

The Chair informed the meeting that the Council had confirmed by email to the member of the public that the Council was treating the question as a Freedom of Information request and a response would be provided within the statutory timeframe.

FIN25/05 Excluded Item: Public Bodies (Admission to Meetings) Act 1960

Members considered whether any items should be considered without the press and public, pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act, 1960.

RESOLVED THAT:

No items should be considered without the presence of the press and public.

FIN25/06 Payments for Approval

- a) Members noted that prior to the meeting, Cllr. Lawson and Cllr. Rudhall verified and confirmed that the banking transaction history for April and May 2025 reconciled and agreed with the transactions circulated with the meeting documents.
- b) Members were asked to agree the two Councillors to undertake the payments for approval checking for the next meeting of the Finance Committee to be held on the 15 September 2025.

RESOLVED THAT:

Cllr Jackson and Cllr Shepherd check the payments for approval prior to the meeting of the Finance Committee on the 15 September 2025.

- c) Members considered the Monthly Report of Payments for April and May 2025.

RESOLVED THAT:

The Monthly Report of Payments for April and May 2025 be approved.

FIN25/07 Bank Reconciliation

Members considered the Bank Reconciliation for the HSBC Bank account for the period ending 30 April and 31 May 2025.

RESOLVED THAT:

The Bank Reconciliation for the HSBC Bank account for the period ending 30 April and 31 May 2025 be approved and signed by Cllr. Shepherd.

FIN25/08 Budgetary Control Statement 2025/26: 31 May 2025

Members considered the Budgetary Control Statement 2025/26 Expenditure for the period to 31 May 2025.

RESOLVED THAT:

The Budgetary Control Statement 2025/26 expenditure for the period to 31 May 2025 be approved and go forward for ratification by Full Council.

FIN25/09 Resolutions Report

Members received and noted the Resolutions Report.

FIN25/10 Insurance Renewal

Members noted that the Council's insurance policy had been renewed on a three-year agreement effective from the 18 May 2024. The renewal premium for the 12-month period effective from 18 May 2025 was £5,063.08 including Insurance Premium Tax. The renewal premium includes a 5% RPI increase on the sums insured, inclusion of event insurance and the increase in insurance valuation of some of the Council's assets. The Council's insurer is Zurich Municipal. The premium had been paid in full.

FIN25/11 Banking

Members noted that the Council has received the full years precept income from Westmorland and Furness Council and that in accordance with its Investment Strategy the Council had invested £350,000 with the CCLA Public Sector Deposit Fund and had £930,000 invested in the CCLA representing both long-term reserves and temporary cash flow surpluses.

FIN25/12 Play Area Earmarked Reserve

Members were asked to consider the proposed list of schemes to commit the Play Area Earmarked Reserve.

RESOLVED THAT:

The list of schemes as proposed within the report be approved for progression during the term of this Council.

FIN25/13 Allotments

Members were asked to consider the proposed list of schemes to commit the Allotment Service Development budget.

RESOLVED THAT:

The list of schemes as proposed within the report be approved for progression during the 2025/26 financial year.

FIN25/14 Tree at Fairhill

Members considered a request from a member of the public to donate and plant a Horse Chestnut tree at Fairhill Playing Field.

RESOLVED THAT:

The installation of a Horse Chestnut tree and tree guard be approved.

FIN25/15 Next Meeting

Members noted that the next meeting of the Finance Committee was scheduled for **Monday 15 September 2025, 5.15pm** at Penrith Town Council Office, Board Room, Unit 1, Church House.

PART II PRIVATE SECTION

There were no further items in this part of the agenda.

CHAIR:

DATE:

FOR ATTENTION FOR ALL MEMBERS OF FINANCE COMMITTEE AND FOR INFORMATION TO THE TOWN COUNCIL

Access to Information

Copies of the agenda are available for members of the public to inspect prior to the meeting. Agenda and Part I reports are available on the Town Council website: www.penrithtowncouncil.gov.uk

Background Papers

Requests for the background papers to the Part I reports, excluding those papers that contain exempt information, can be made to the Town Clerk via office@penrithtowncouncil.gov.uk.