



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 10 November 2025, at 5.15pm.

PRESENT

Cllr. Burgin	South Ward	Cllr. Kenyon	North 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 10 NOVEMBER 2025

FIN25/37 Apologies for Absence

Apologies for absence were received from Cllr Lawson.

FIN25/38 Confirmation of the Minutes

Members authorised the Chair to sign the Minutes of the Meeting of the Finance Committee held on Monday 15 September 2025.

FIN25/39 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.

FIN25/40 Public Participation

Members noted that there were no questions or representations from members of the public.

FIN25/41 Excluded Item: Public Bodies (Admission to Meetings) Act 1960

Members considered whether any items on the agenda should be considered without the press and public, pursuant to Section 1 (2) of the Public Bodies (Admissions to Meetings) Act, 1960 and agreed that there were no items to be considered without the press or public.

FIN25/42 Payments for Approval

- a) Members noted that prior to the meeting, Cllr. Burgin and Cllr. Lawson verified and confirmed that the banking transaction history for September and October 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 08 December 2025.

RESOLVED THAT:

Cllr Kenyon and Cllr Rudhall check the payments for approval prior to the meeting of the Finance Committee on the 08 December 2025.

FIN25/42 Payments for Approval, continued

c) Members considered the Monthly Report of Payments for September and October 2025.

RESOLVED THAT:

The Monthly Report of Payments for September and October 2025 be approved.

FIN25/43 Bank Reconciliation

Members considered the Bank Reconciliation for the HSBC Bank account for the period ending 30 September and 31 October 2025.

RESOLVED THAT:

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

FIN25/44 Budgetary Control Statement 2025/26: 31 August 2025

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

RESOLVED THAT:

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

FIN25/45 Resolutions Report

Members received and noted the Resolutions Report.

FIN25/46 Work Plan

Members received and noted the progress on the Finance Committee Work Plan.

FIN25/47 CCLA Public Sector Deposit Fund

Members noted that £150,000 had been withdrawn from the CCLA Public Sector Deposit Fund account on the 01 September 2025 and had been deposited in the HSBC account. The balance in the CCLA Public Sector Deposit Fund account is £780,000 at the 31 October.

FIN25/48 IT Service Schedule

Members noted that the Council has renewed its IT Managed Support, Maintenance and Security Licensing Schedule for the period 27 October 2025 to 26 October 2026 and that the annual cost is £3,743 and is met from the IT budget.

FIN25/49 Tara Hill Bus Shelter

Members received an oral report on recent damage to the Tara Hill Bus Shelter and noted that a replacement shelter has been installed and that a claim has been settled with the Council's insurers.

FIN25/50 Cycle Parking Cornmarket

Members considered a request from Westmorland and Furness Council to receive consent to install cycle parking apparatus at the Cornmarket.

RESOLVED THAT:

The Council grants Westmorland and Furness Council consent to install cycling parking apparatus at the Cornmarket with rights to maintain the apparatus and to be responsible for all liabilities.

FIN25/51 Next Meeting

Members noted that the next meeting of the Finance Committee was scheduled for **Monday 08 December 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.