

MINUTES OF THE MEETING OF BERINSFIELD PARISH COUNCIL FINANCE COMMITTEE held on Wednesday 15th October 2025 at 7 p.m. in the Pavilion, Lay Avenue, Berinsfield, Oxon.

Councillor P. Bridge, Councillor I. Bunyan - Chairman, Councillor L. Sweetland, Councillor D. Scate, Councillor S. Scott-Ely and Councillor K. Chrisp.

A. Marasco
Clerk to Berinsfield Parish Council

MINUTES

1. Apologies for absence.

Cllr Jones

2. Declaration of Interests. To receive declaration of any personal or prejudicial interest under consideration on this agenda in accordance with the Parish Councils (Model Code of Conduct) Order 2001.

No declarations of interest were made.

3. To receive the Minutes of the Finance and General Purposes Committee meeting held on 25th June 2025.

It was proposed by Cllr Scott-Ely, seconded by Cllr Chrisp and AGREED to accept the minutes of the previous meeting as a true and accurate record of the meeting.

4. Matters arising from the Minutes.

No matters were raised.

5. To receive details of the income and expenditure to date – to be circulated at meeting.

Cllr Scott-Ely said that he would inspect the garage that is currently being let from SOHA and work with the Clerk in ascertaining if it will be needed moving forward.

It was proposed by Cllr Chrisp and seconded by Cllr Head that the income and expenditure to date, as circulated, be accepted.

6. To receive a detailed view of the financial picture and forecast for Berinsfield Sports Pavilion.

The Clerk presented a detailed view of finances at the Sports Pavilion. A comparison was provided which showed that the subsidy from Parish Council precept in the previous financial year was over £32,000 and the forecast for the next 12 months shows a subsidy from the precept of around £3,000 predicted.

7. Fees. The Committee was asked to consider if it wishes to recommend increases to the fees for the Burial Ground, Allotments and Pavilion for the year 2026-2027. Current fees were shown on the attached schedule. The Committee was asked to note that allotment tenants have been given notice that the allotment rents will be increased to £70.00 per annum with effect from 1st April, 2026. The Parish Council is not able to increase the fees without giving tenants a year's notice.

The Finance Committee decided to recommend the setting of the following fees:

PAVILION

£85.00 + VAT for the hire of the building and pitch for adult's football.

£50.00 + VAT for the hire of the building and pitch for children's football.

Removal of the line painting surcharge, previously set at £30.00 + VAT per request.

BURIAL GROUND

Purchase of Grave for person over 12 years of age
(immediate interment or reservation on 100 year lease)

Purchase of single grave £735.00

Purchase of plot in cremated remains section for interment
of ashes (single or double depth) £367.50

Interment in a purchased plot £525.00

Interment of ashes in a purchased plot £262.50

Purchase of Grave and interment of still born baby or
child up to 12 months No charge

Purchase of Grave and interment for child 1 year - 12 years No charge

Fees for Erection of all Memorials in Burial Ground exclusive of VAT.

VAT will be charged at 20%.

Headstone or tablet book £315.00 VAT £63.00 £378.00

Kerbing, including headstone £525.00 VAT £105.00 £630.00

Flat stone over casket £288.75 VAT £57.75 £346.50

Additional inscription £131.25 VAT £26.25 £157.50

Addition of kerbs to existing
headstone or tablet book £346.50 VAT £69.30 £415.80

All charges to be doubled in respect of non-residents.

A non-resident is any person who is not currently on the electoral roll for Berinsfield.

ALLOTMENTS

Rent for a full allotment plot from 1st April, 2026 £70.00 per
annum

Proposed rent for full allotment plot from 1st April 2026 £77.00 per
annum

The Finance Committee noted the mechanics of tenancy renewal and how the Clerk does this. It AGREED to recommend that a discount back down to £70.00 is offered to the allotment tenants in the event they would be willing to move to online only tenancy renewal and correspondence.

8. Cost Centres. To review the budgets and expenditure against budgets of all cost centres and recommend transfers if necessary.

The Finance Committee AGREED to recommend that delegation is made to the Clerk/RFO to transfer between budgets and cost centres as necessary to fulfil the budgetary requirements. The Clerk/RFO will report this to the full Parish Council.

9. Banking Arrangements. To review the option of opening accounts with other banks, to spread the risk to the Parish Council finances. The Clerk to present options.

The Clerk presented several options for bank accounts. The Finance Committee AGREED to request that the Clerk select three or four accounts with as high an interest rate as possible and present them as recommendations to the full Parish Council.

10. Any other financial/general purposes matters.
 - a) Village Map – The Clerk presented a draft of the Village Map from Lovell John for feedback from the councillors present. The Finance Committee asked the Clerk to feedback the following points; Berinsfield ABC to be changed to Berinsfield Boxing Club, BCA to have a sign showing it has a bar, Roman Road to have a different marking to other footpaths, Ken Hall Walk to be labelled with its name, other bus stops within the village to be added.
11. Date of next meeting – 19th November 2025.