

MINUTES OF THE MEETING OF BERINSFIELD PARISH COUNCIL FINANCE COMMITTEE held on Wednesday 25th June 2025 at 7 p.m. in the Berin Centre, Wimblestraw Road, Berinsfield, Oxon.

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

A. Marasco
Clerk to Berinsfield Parish Council

25th June 2025

MINUTES

1. Apologies for absence.

Cllr Scate

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 10th April 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 consider the request from Berinsfield FC to excuse the fees for the season 2024-25 for the use of the Pavilion.

It was AGREED that the Finance Committee recommends to the full Parish Council that a grant equal to the sum owed is provided to Berinsfield FC, acting as a credit against invoices on their account.

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

It was proposed by Cllr Scott-Ely, seconded by Cllr Bunyan and AGREED to recommend to the full Parish Council that funds held and budgeted for the Neighbourhood Development Plan be moved to the Contingency Fund.

It was AGREED that the Clerk should make enquiries with Flagstone as to whether the Parish Council can hold an investments account with them. The Clerk should report back to the full Parish Council on this matter.

7. To receive an update on the external audit for the year 2024-25

The Clerk gave a breakdown of the external audit, the position at which the Parish Council were and explained the process.

8. To review the salary band on offer for the position of Clerk to Berinsfield Parish Council.

It was AGREED to recommend to the full Parish Council that the salary band structure on offer for the position of Clerk is changed from SCP's 18-23 to SCP's 20-30.

9. To review the format of payment of travel expenses to the Clerk to Berinsfield Parish Council.

It was AGREED to recommend to the full Parish Council that the Clerk is moved from a casual user to an essential user of his vehicle for work purposes. It was AGREED that the change should be backdated to April 1st 2025 and a lump sum paid, with a deduction made for overpayment of mileage between April 1st 2025 and 30th June 2025.

10. Any other financial/general purposes matters.

- a) Memorial Bench – The Clerk informed the committee that he had been told that former councillors Edwin and Sheila Croft had bequeathed a sum of £2,000 in their will to the Parish Council in order that it maintains a memorial bench in the Burial Ground. The Clerk agreed to inform the full council.
- b) Fees for Burial of Former Councillors – The Clerk informed the committee that a request from the son of former councillors Edwin and Sheila Croft had been made for the council to consider foregoing the fees for burial of Edwin and Sheila Croft in light of their service to the community. It was AGREED to recommend to the full Parish Council that the fees for purchase of a plot and interment were removed in respect of the interment of the ashes of former councillors Edwin and Sheila Croft.

12. Date of next meeting – 15th October 2025.