DRAFT MINUTES FROM THE FINANCE EMPLOYMENT AND Policy PLANNING COMMITTEE MEETING OF PENNARD COMMUNITY COUNCIL HELD ON THE 22nd OCT 2026 AT 7.30PM

Present: Cllr Jon Dickson (Chair), Cllr Richard Beynon RB Cllr Lynda James LJ, Cllr Rachael Carter REC, Cllr Cari Jones CJ, Clerk,

Apologies for absence: Susan Rodaway

Declarations of interest: None

All votes will be named votes

1. To review and agree Q2 figures for 2026 – 2027 for recommendation to Full Council.
The Clerk presented the figures from the reports which had been previously distributed, including the reserve status. The member looked at the spend to the end of quarter 2 in comparison to the budget. It was proposed to accept the figures for recommendation to Full Council.
Proposed by REC seconded by LJ agreed by all

2. To agree any budget amendment required to be made to accounts for 2026-2027 for recommendation to Full Council
During the presentation the Clerk suggested several budget movements needed including:
Admin
£1709 from the renewal and maintenance line to the website line to cover the website update.
Field
£455 from the play surface line to the risk assessment line
Burial Ground
£548 from the misc repair line to the electricity line
There was also a correction to the community garden line that needed to be made.
It was agreed to recommend these changes to Full Council.
Proposed by LJ seconded by REC agreed by all

3. To discuss and review the rent for Squiggles nursery from 28th September 2026 to the 27th September 2029 for recommendation to Full Council.
The rent review was discussed, and it was agreed that for the benefit of both parties, it would be prudent to obtain a professional estimate from the company who conducted the rent review for the lease renewal in 2023.
It was proposed that the Clerk and Chair be given plenary powers up to £1000 to obtain the estimate.
Proposed by LJ seconded by REC agreed by all

4. To discuss and consider the need for a legal agreement with regards to the nursery extension request.
This will agree the "terms" including the allocation of space in relation to the existing lease and also the funding of the extension, with particular regard given to the tender process and grant maintenance for recommendation to Full Council.
The Clerk explained that she had spoken with the solicitor who had drawn up the lease and that there was a need for a "licence to carry out works" that was needed, before any formal application was made, this would cost £1750 and would be payable by the nursery. If the Grant was successful, then there would need to also be a "variation to the lease" drawn up which would also cost £1750 payable by the nursery.

Cllr Dickson left the meeting at 8.39 due to technical problems

Proposed by REC seconded by LJ agreed by all

5. To recommend to Full Council the need to instruct our lease solicitor to draw up "Terms" prior to the grant application being formalised.
It was agreed that this was covered by point 5 and the agenda amended
Proposed by REC seconded by LJ agreed by all.

Cllr Dickson re-joined the meeting at 8.41

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media will be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

6. Staffing update
The Clerk and Cllr James updated the members on the informal policy meeting and the agreements reached.

The Clerk updated the members on her own incapacity which would last around 3-4 weeks. Both items were noted.

The meeting closed at 9.05 pm.