

**FINAL MINUTES FROM THE ENVIRONMENT COMMITTEE MEETING OF  
PENNARD COMMUNITY COUNCIL  
HELD ON THE 3rd NOV 2025 AT 7.00 PM**

**Present:** Cllr Lynda James LJ (Chair) Cllr Cari Jones CJ, Cllr Susan Rodaway SER, Cllr Ralph Cook RC, Clerk

**Apologies for absence:** Cllr Rachel Carter

**Declarations of interest:** None

**All votes will be named votes**

**Questions from the Public relating to items on this agenda (limited to 10 minutes)**

**1. To review and agree the end of Q2 figures for 2025 – 2026 for recommendation to Full Council**

The Clerk presented the figures up to the end of Sept 2025 line by line, these were discussed and any questions answered. It was agreed that the agreement of the figures with the appropriate virements would be recommended to Full Council.

**Proposed by LJ seconded by SER agreed by all**

**2. To agree any amendment or virements required to be made to the accounts for recommendation to Full Council.**

During the previous item there were some suggestions to vire funds to cover overspends and to create new budget lines for unbudgeted services. These would be recommended to Full Council and included:

**Admin**

£147.32 from Repairs and Maintenance to Insurance

£478 from Repairs and Maintenance or Loan to Newsletter

**Land**

£225 from Surface repairs to Field Treatment

**Hall**

A new line to be created for Cathedral Hygiene (£572) and funds vired from Repairs and Maintenance

**Proposed by LJ seconded by SER agreed by all**

**3. To agree any budget amendments for 2025-2026 for recommendation to Full Council.**

Adjourned until Committee Budget setting

**4. To agree wording for Ground Maintenance tender.**

The wording was looked at, dates agreed, the length of contract amended to four years. The schedule of work would be amended to be in line with the biodiversity plan.

It was recommended that the tender be recommended to Full Council.

**Proposed by LJ Seconded by CJ agreed by all**

**5. To initiate work on the Governance Tool Kit.**

The Clerk reiterated the health check as it had been some years since this had been started. The next steps were discussed; it was suggested that a vision workshop be set up for all councillors to attend so a vision and plan could be formulated prior to going out to the community for consultation. The initial step could be a set of budgetary questions posed in the newsletter to kick off the process.

**The meeting closed at 8.30 pm**