

KESGRAVE TOWN COUNCIL

Minutes of the Finance and Governance Committee meeting, held on 2 March 2026 at the Town Council office

Councillors present:

Cllr N Beecroft-Smith

Cllr A Comber

Cllr R Gibson

Cllr G Lynch

Cllr J Ogden (Chair)

Cllr J Ling (Observer – no voting rights)

Officers present:

J Abbott – Town Clerk

A Dougall - RFO

- 1. Welcome and Apologies for Absence** – Cllr Ogden welcomed all those present. No apologies.
- 2. Declaration of Interests** – Cllr Comber, agenda item 6 and 12 – Scout Leader and RFC Director, non-pecuniary. Cllr Ogden, agenda item 6 and 12 – Scout Leader, non-pecuniary.
- 3. Minutes of the last Meeting** held on the 12 January 2026, the Committee received, considered and agreed following the vote.
- 4. Clerks/Officer Report/Update** – nothing to report.
- 5. Members of the Public** – none present.
- 6. Bank Reconciliation to 31 January 2026** – These were received, considered and agreed following the vote.
- 7. Receipts and Payments for January 2026** - These were received, considered and agreed following the vote.
- 8. Flagstone Deposit Account** – As agreed at the last FC meeting, Cllr Gibson, Cllr Ogden and A Dougall held a Teams meeting on Friday 27 February 2026 to review the deposit options. The outcomes in [blue](#), were discussed at the meeting as follows: -

- [Cllr Gibson and Cllr Ogden chose the highest rate 12-month Fixed Account of 3.8%.](#)

A Dougall confirmed that as a local council with an annual budget exceeding the limit of EUR500,000, the FSCS does not protect deposits, and with the recent global events, raised further concerns over this chosen fixed 12-month account. As a subsidiary of an overseas parent bank and with these recent global events, it was felt that this may add a further risk factor and/or a perception of risk. The current FICS rating is bbb-. It was acknowledged that UK registered bank subsidiaries undergo all the checks by the regulatory bodies (e.g., PRA/FCA) and pose low risk currently. The RFO recommended the alternative account offering 3.75%, a difference of £53 pa and with a higher FICS rating of bbb, with potentially less risk by nature of being a British owned

bank. It was discussed that future decisions would be considered on their own merits by achieving the highest interest rates with minimum risk.

Cllr Beecroft-Smith proposed, seconded by Cllr Comber, to deposit the full maturity amount of £107,838.75 at 3.75% into Cambridge and Counties Bank for fixed 12 months. All in favour, following the vote.

- To achieve a higher interest than on the current Barclays Active Saver account, it was suggested to transfer £107,000 into a 6-month deposit account rather than an instant access account. The Council already has 2 instant access accounts with Flagstone so it was suggested to open a short term account that could be extended to a fixed 12 month on maturity to stagger the maturity dates of the accounts. For cash flow, it was decided not to transfer the entire balance on the Active Saver.

Cllr Beecroft-Smith proposed, seconded by Cllr Gibson, to open a fixed 6-month deposit account with Aldermore, 3.72%. It was noted that the council already has a fixed 12-month deposit account with Aldermore but, with a high FICS rating of bbb+, offers a low risk with higher interest rate for a relatively short-term deposit. All agreed, following the vote.

- Hampshire Trust Bank- instant access account has a lower interest rate (3.18%) than for the same bank with a new product (3.47%). A Dougall to contact Flagstone for confirmation.

Flagstone confirmed that the bank has released a new issue of the product not open to existing accounts. To benefit from the new interest rate, advised to close the old account and re-open a new one. Following the vote, all in favour to open the new Hampshire Trust Bank account with the same funds.

9. **Insurance Renewal for 2026/27** – A Dougall explained that the renewal for Zurich Insurance offers a 3-year agreement at a reduced rate commencing 31 March 2026. A fully comprehensive review of the Council’s insurance requirements was completed 3 years ago and 3 quotations were obtained. It was agreed that no significant changes have been made, except for the addition of a second van, solar panels, CCTV cameras and the pump track (awaiting completion) and additional items purchased during the year. An additional quote from an alternative supplier has been received but excludes the van insurance (2 vehicles), solar panels and events. From previous quotes, these additions, if possible, add high premiums.

Cllr Ogden, seconded by Cllr Gibson, proposed extending the Zurich agreement for a further 3 years and review before March 2029, noting that the premium excludes the full year insurance for the 2nd van and amendments made during 2025/26. Cllr Ogden highlighted that the Statement of Fact (page 2) states the requirement for employees and volunteers to complete safeguarding awareness training. J Abbott to circulate on-line training courses for councillors to attend, for those volunteering at council events. All agreed, following the vote.

10. **AGAR Assertion 10 – Digital and Data Compliance for 2025/26 update** – A Dougall summarized the new requirement for councils to confirm they have appropriate data protection measures in place in the next AGAR return. This covers IT (IT Policy, Website accessibility, authority owned email accounts) which has been updated with the recent re-development of the website and now complies with the new assertion/legislation. NALC has produced a resource pack for reviewing data protection in-line with the ICO. The Council must comply with data protection law and is legally responsible for making sure personal data is handled properly and in line with the law as the data controller. The data map (derived from the ICO template) is a working copy and has been attached to show how all data is processed. As part of GDPR, J Abbott will encourage all Councillors at the start of the term of office to attend appropriate training. A Dougall will produce a summary document on data protection for reference.

11. **KTC Policies** –

- a. Draft KTC Financial Regulations 2026/27 – J Abbott to change (13.3) Income – amount should be £350 (not £100) to agree with the Terms of Reference. To note that the procurement thresholds have increased from 1 January 2026 to 31 December 2027 (refer to the NALC advice note dated 3 February 2026. This is referenced in section 5.4 Procurement but is not specified directly.
- b. Draft KTC Standing Orders 2026/27 – see below.
- c. Draft KTC Terms of Reference 2026/27 – see below.

All policies to have the correct header to comply with the accessibility requirements on the new website. J Abbott to revise. All agreed, subject to the amendments above, to recommend to Full Council for approval.

12. Grant Request: Kesgrave Scouts – Cllr Comber and Cllr Ogden abstained from this agenda item. Cllr Beecroft-Smith acted as chair. Cllr Gibson proposed, seconded by Cllr Lynch, to approve the grant request of £1,061 as the request qualifies under the conditions of the KTC Grant Policy. There is a requirement to submit a written report to the Council at the 2027 Annual Town Meeting. Local schools may also benefit from sharing/using the robots. Cllr Beecroft-Smith, Cllr Gibson and Cllr Lynch voted in favour of the proposal.

13. MJH and MSG Car Park and Pump Track: CCTV, Access Control and Fire Alarm Monitoring-

- CCTV - J Abbott received a quote from the current CCTV provider for additional CCTV at the MJH, MSG car park and pump track. 3 quotes were sought for the electrical cabling works but only received 1 formal quote (one declined, one verbal – indicative only).
- Access Control/Fire Alarm monitoring – recent problems with the MJH door control system have led to a number of hirers’ unable to gain access. The system is 9 years old, and a replacement has been sought linking the door access control, CCTV and fire alarm.

The new system will allow monitoring/remote key system via the emergency mobile phone under one application. It will also allow the CCTV/alarm systems to be monitored in real time by nominated key holders. To be funded from the 2025/26 budget/reserves. Total £10,375 (exc VAT). Cllr Gibson proposed, seconded by Cllr Lynch, to proceed with the quote. All agreed, following the vote.

14. Other/Urgent Communications - none

15. Date of Next Meeting – Monday 1 June 2026 at 7.15pm in the Council Chamber, Town Council Offices.

16. Agenda Items for Next Meeting – None.

This meeting finished at 8.48pm

Chairman.....

Date.....