

KESGRAVE TOWN COUNCIL

Minutes of the Finance and Governance Committee meeting, held on 12 January 2026 at the Town Council office

Councillors present:

Cllr N Beecroft-Smith (Chair of Council)
Cllr A Comber
Cllr G Lynch

Officers present:

J Abbott – Town Clerk
A Dougall - RFO

- 1. Welcome and Apologies for Absence** – Cllr Beecroft-Smith welcomed all those present. Apologies noted and accepted from Cllr Gibson –reason personal and Cllr Ogden -reason personal.
- 2. Declaration of Interests** – Cllr Comber, agenda item 8 – Scout Leader and RFC Director, non-pecuniary.
- 3. Minutes of the last Meeting** held on the 10 November 2025, the Committee received, considered and agreed following the vote. It was agreed to also receive and consider the confidential minutes of the meeting on 10 November 2025, following the vote these were also agreed.
- 4. Clerks/Officer Report/Update** – J Abbott requested to discuss the Devolution and Local Government Reorganisation and EO interviews under agenda item 13. All agreed in favour. Other updates: -
 - A thank you confirmation received from the Friendship Group for the grant received.
 - A meeting was held with Kesgrave Library on 5 December 2025. It was confirmed by SALC that KTC can continue to provide a support grant to the Library (now part of SCC) as included in the budget.
- 5. Members of the Public** – none present.
- 6. Bank Reconciliation to 30 November 2025** – These were received, considered and agreed following the vote.
- 7. Receipts and Payments for November 2025** - These were received, considered and agreed following the vote.
- 8. Detailed Income and Expenditure to 30 November 2025** – The report was received and reviewed.
- 9. Trial Balance for November 2025** - The Committee reviewed and noted the report.

10. Version 3 Draft Budget 2026/27 (presented at FC 24 November 2025) – Following discussion, Cllr Lynch proposed, seconded by Cllr Comber, for A Dougall to update the budget with the following amendments, if required.

- Code 4002 - any increases to the Employer NI rates for 2026/27 or change in thresholds
- Energy costs - changes to costs following contract renewal
- Staffing - update budget with actuals for the new postholder. Include provision for additional administrative post.
- Potential Land Adoptions -operational costs would be covered by year 1 commuted sums, thereafter costs will need to be included in future budgets.

All agreed, following the vote, to update Version 3 with the necessary amendments and forward to Full Council for final approval.

11. MJH hire charges for 2026/27 – Following discussion at the C&R Committee meeting held 1 December 2025, the committee considered the options. Cllr Lynch proposed, seconded by Cllr Comber, to increase the hourly charges for all hirers by £1.50 per hour from 1 April 2026. The exceptions are the discounted rate to be 20% discount from the full rate and the annual football hire to increase by 5%. The charges will be renewed annually by the F&G Committee. All agreed, following the vote, to accept these changes. A Dougall will inform the regular hirers with the next monthly invoice.

12. KTC Electric Van Purchase(s) – Following discussion at the C&R Committee meeting held 1 December 2025, the committee considered the options. Cllr Lynch proposed, seconded by Cllr Comber, for the Events and Estate Manager (working with EO's) to obtain quotes for a larger electric vehicle and outside charging point. The existing van (diesel) would be retained. From experience, a Renault was suggested with a tow bar and tracker (approx. £300). The charger would need to allow charging overnight with an inside isolator switch, pin code access only and be non-tethered, so that the cable remains with the vehicle not the charger. There would need to be a marked car parking space next to the charger. The charger should be used strictly for KTC vehicles only, excluding use by staff and public vehicles. It was also felt that only one charger would be necessary as the low mileage (short charging times) would allow for rotating vehicles, if a second electric vehicle is purchased. J Abbott circulated a quote received for 2 charging points. Consideration to be given to purchase the charging unit directly and have fitted by an approved electrician. A Dougall to investigate the tariffs for evening charging with the current electricity contract.

Following the vote, all agreed that a van could be purchased up to a spending limit of £20,000 + 10% contingency for accessories, delivery etc. within the criteria above. Funding is held in Earmarked Reserves.

13. Other/Urgent Communications – J Abbott discussed 2 matters arising: -

- Appointment confirmed following interviews held Friday 9 January 2026 for the new EO Co-ordinator, to commence 26 January 2026.
- Devolution and Local Government Reorganisation – KTC has the option to respond to the decision to hold May 2026 elections. It was agreed that KTC was not a political body and would accept the decision made by Central Government.

14. Date of Next Meeting – Monday 2 March 2026 at 7.15pm in the Council Chamber, Town Council Offices.

15. Agenda Items for Next Meeting – None.

This meeting finished at 8.05pm

Chairman.....

Date.....

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