

KESGRAVE TOWN COUNCIL

Minutes of the Finance and Governance Committee meeting, held on 10 November 2025 at the Town Council office

Councillors present:

Cllr N Beecroft-Smith
Cllr A Comber
Cllr R Gibson
Cllr J Ogden (*Chair*)

Officers present:

J Abbott – Town Clerk

1. **Welcome and Apologies for Absence** – Cllr Ogden welcomed all those present. Apologies noted and accepted from Cllr Lynch-reason work and the RFO-reason personal.
2. **Declaration of Interests** – Cllr Ogden, agenda item 9 – Scout Leader, non-pecuniary. Cllr Comber, agenda item 9 – Scout Leader and RFC Director, non-pecuniary.
3. **Minutes of the last Meeting** held on the 13 October 2025, the Committee received, considered and agreed following the vote.
4. **Clerks/Officer Report/Update** – None to report.
5. **Members of the Public** – none present.
6. **KTC Donation to Royal British Legion (RBL) Poppy Appeal** – Cllr Gibson proposed a donation of £250, this was seconded by Cllr Beecroft-Smith, considered and agreed following the vote.
7. **Gas Supply Contract** – Cllr Gibson proposed to proceed with Pozitive Energy as recommended by Clear Utility Solutions, a SALC partner, this was seconded by Cllr Ogden, after consideration this was agreed following the vote (copy of report attached to these minutes).
8. **Grant Request; Kesgrave Friendship Group** – Cllr Gibson proposed a grant of £150, this was seconded by Cllr Beecroft-Smith, after a discussion this was agreed following the vote (copy of grant request attached to these minutes).
9. **KTC Budget 2026/27** – The Chair advised he would go through the budget section by section and ask for comments, amendments etc. Cllr Gibson requested to provide his initial comments; the draft budget V2 stands at a 6.10% increase, which is above inflation but primarily reflects the additional costs associated with the towns long term and well consulted on land acquisitions. At £97.86 (Band D) it remains tremendous value for money and still compares very favorably to other Suffolk Towns (Comparison precept 2025/26 table for towns /villages with population over 3,000 attached to these minutes)
The following comments / amendments were made to the draft budget 2026/27 v2.
 - 1201 Interest – seems a little low, amend to £18,000.
The committee agreed in Q1 2026 to discuss what further, if any could be transferred from current account to Flagstone.
 - 4100 Rates – uplift of 10%, request for Clerk to check with RFO on rates payable.

- 4208 Quality Council – change title name to ‘Local Council Award Scheme’.
- 4211 KTC Award Recognition Scheme – to be reduced to £500 to cover event costs only as KTC cannot legally give gifts to individuals.
- 4215 Van hire/purchase/running – C&R to proceed with purchasing larger electric van as soon as possible.
- 4216 Neighbourhood Plan – reduce to £5,000.
- 1400 MJH Room Hire Income – prices last increased April 2023, these need to be reviewed and increased from April 2026 (to be referred to C&R to carry out a review of other local room hire charges).
MJH projected losses increased – Clerk to refer to RFO.
- 1505 Grant Income – to list additional funding sources.
- 1800 Fireworks Income – to be updated to reflect this year’s ticket price increase, estimated £9,000 income.

Earmarked reserves – following a discussion it was agreed for the Clerk to work with the RFO to review the following EMR’s for the 2026/27 budget ahead of the full council meeting on 24 November 2025.

- 324 Street Lighting
- 327 Community Projects
- 331 Community Buildings
- 336 Longstrops
- 346 Community Facilities

The Chair proposed for EMR codes and titles also be reviewed and for this to be undertaken at the March 2026 F&G meeting, ahead of end of year.

- 10. Other/Urgent Communications** – Cllr Beecroft-Smith requested to discuss the website review, which was agreed by the Chair. Cllr Beecroft-Smith confirmed F&G members had received an email asking them to login and view the first phase of the website upgrade. All members present have agreed to review the content in the first phase and provide feedback. Cllr Beecroft-Smith advised that all pages on the website need to be checked and signed off by the Clerk before going live, this will need to be done ahead of submitting the council’s application for the ‘Local Council Award Scheme -Bronze’. Due to staff annual leave and unforeseen absence, it was agreed to postpone submission of the application from January 2026 to April 2026.
- 11. Date of Next Meeting** – Monday 12 January 2026 at 7.15pm in the Council Chamber, Town Council Offices.
- 12. Agenda Items for Next Meeting** – None.
- 13. Resolution to exclude the Public under the Public Bodies (Admission to Meetings) Act 1960** – agreed, no members of the public present.
- 14. KTC Community Services** – this item was discussed in confidential session.

This part of the meeting finished at 8.52pm

Chairman.....

Date.....