



Minutes of the Finance Working Group meeting of Bearsted Parish Council

Parish Office, Madginford Hall, Egremont Road, Bearsted on Thursday 10th September 2026 at 11am

Present:

Cllr Richard Ash MBE (Chair)
Cllr Frank Jagger

Also, in attendance was the Clerk Joanne Upton.

1. To Elect a Chairperson

It was agreed that Cllr Ash would Chair this meeting.

2. Declarations of Interest, Dispensation or Lobbying

There were no declarations.

3. Apologies and absences

Apologies were received and duly noted for Cllr's Smith and Huseyin.

4. Signing of the minutes of the last meeting

The minutes of the meeting on 9th July 2026 were agreed as a true record and signed by the Chairman.

5. Finance (Accounts and Audit Regulations 2011/817)

- a. Resolution to approve/ratify quotations or payments:
Warnings: £728 wetting agent for the Green. The Clerk explained due to the extreme heat and dry weather the Grounds Maintenance contractor has recommended applying a wetting agent to the Green, this will allow any rainfall to absorb more effectively. It will also assist with overseeding. The rest of the Autumn work including verti-draining and fertiliser will be done once there has been more rainfall. The Working Group recommended proceeding with the works.
- b. Grants and Donations: Summer Playscheme 2026: £241 for a gaming bus. The Clerk confirmed BPC have previously voted to approve a grant up to £300 for the playscheme. The Working Group will recommend to Full Council to approve.
- c. Review September Payments: It was agreed to recommend approval to Full Council.
- d. Review Finance Reports: It was agreed to recommend approval to Full Council.
- e. Review Balance of Accounts: It was agreed to recommend approval to Full Council.

6. Madginford Hall & Parish Office

- a. Due to the increase in rent to KCC from £100 to £1915 per annum, the Working Group will recommend that BPC pays 10% of the rent and the Hall Committee pays 90% based on the calculation provided by the Hall Committee, that BPC occupies 10% of the building. It will also recommend that Madginford are charged 90% of the back payment of rent that is due.
- b. The Clerk explained that the rent is currently charged on the land only as per the lease agreement. Should there be any alterations to the building then KCC can charge rent on the building although at this stage it is not clear if the rent would be on the extension only or the whole building. It was agreed this should be raised with KCC to confirm what calculations would be used to determine the rent going forward so BPC can make an informed decision on whether to proceed with the office extension. The Council will also need to consider other potentially large expenditure including possible upgrades to the Bearsted Woodland Trust play area.
- c. The Clerk will arrange a meeting with the facilities department at KCC to discuss ongoing site maintenance including repainting the white lines and installation of an electric charging point.

7. Bank Accounts

The Working Group will recommend transferring £150,000 to a 12 month fixed rate account with Hampshire Trust Bank at 4.36%APR, when the existing Hampshire Trust account expires this month.

8. NALC Pay Scales

The Working Group will recommend to Full Council to approve the 3.3% increase for 2026-27 backdated to April 2026.

9. Date of next meeting, 8th October 2026

There being no further business to transact, the meeting ended at 11:43 hrs.

Signed..... Date.....