



## LISS PARISH COUNCIL

Minutes of the Finance Committee held at Liss Village Hall

on 2<sup>nd</sup> June 2025, 7pm

Members: \*Cllr C. Williams (Chair), \*Cllr K. Budden, \*Cllr P. Payne,  
\*Cllr C. Olley, \*Cllr A. Smith, and \*Cllr C. Mort.

\*Present, in addition to Sarah Smith (Clerk/RFO) and Rebecca Lawrence (Assistant Clerk).

The meeting was clerked by S. Smith, Clerk/RFO.

### **11/FIN/24 Election of Chair**

**Resolved:** That Cllr Williams be appointed as Chair of the Finance Committee (proposed by Cllr Budden and seconded by Cllr Mort with all in favour).

### **12/FIN/25 Apologies**

There were no apologies.

### **13/FIN/25 Declarations of interests**

The Chair reminded Members of their responsibility to declare any pecuniary interest they may have in any item of business, no later than when that item is reached.

### **14/FIN/25 Adjournment for public participation**

No members of public were present.

### **15/FIN/25 Minutes of the meeting and any matters arising of 24<sup>th</sup> February 2025**

**Resolved:** That the minutes of 24<sup>th</sup> February 2025 be accepted as a correct record (proposed by Cllr Mort and seconded by Cllr Olley with all in favour).

There were no issues arising which were not on the agenda for discussion.

### **16/FIN/25 Review of LPC Accounts 24/25**

It was noted that the accounts for the FY 24/25 were accurate but that some areas would require a small amount of housekeeping in the next FY. This would not affect the bottom line figures.

The Chair highlighted that the accounts were very healthy due to a surplus arising from the Charities not requiring their grant payments from LPC in the last financial year. There had also been savings in some areas, including in staff costs.

**Resolved:** That the end of year accounts 24/25 be recommended to Council for approval at the June Council, subject to any issues arising during the audit process (proposed by the Chair and seconded by Cllr Olley with all in favour).

### **17/FIN/25 Review of earmarked reserves (EMRs)**

**Resolved:** That the following housekeeping amendments be made to the EMRs (proposed by the Chair and seconded by Cllr Olley with all in favour):

- a) That EMR 335 'LCR Reserves' be renamed to 'Riverside Walk Volunteers'.
- b) That the sum of £2,568.55 remaining in EMR 346 'Mill Road Community Garden' be returned to General Reserves as this sum had been credited twice in error.
- c) That EMRs 360 'Draining & Pitch Improvements (Liss Forest)' be merged into EMR 362 'Liss Forest Improvements'.
- d) That the sum of £1,145 in EMR 367 'Environmental Improvements' be returned to General Reserves as this sum was duplicated as it has its own EMR (378 'Bug Hotels DC Funds').
- e) That the sum of £4,990 in EMR 379 'Energy Funding from HCC' needed to be moved to General Reserves as this sum had already been spent.

**Resolved:** That the following EMR movements be recommended to Council for approval (proposed by the Chair and seconded by Cllr Olley with all in favour):

- f) That the unspent funds of £600 in EMR 370 'In Year Grants' be returned to General Reserves as this was for 24/25 and a new budget for in-year grants had been agreed for 25/26.
- g) That the underspend in EMR 374 'Eco Appraisal' of £73.10 be returned to the unallocated CIL pot (EMR 339).
- h) That the underspend in EMR 376 'NC Signage Grant' of £20 be returned to the unallocated CIL pot (EMR 339).

#### **18/FIN/25 Review of CIL funding priorities**

Members discussed possible priorities for the unallocated sum of CIL funding which currently stood at £17,082.03. It was agreed that the Charities, Facilities and Highways Committees should discuss and bring forward possible proposals for further consideration by the Finance Committee.

#### **19/FIN/25 Grant Applications**

**Resolved:** That the request by Rake Village Hall to use the FY 23/24 grant for new crockery and a new gate as opposed to a dishwasher as originally requested be approved (proposed by Cllr Olley and seconded by Cllr Mort with all in favour).

**Resolved:** That, following further discussions with the Crossover as required by the November Finance Committee, the Crossover be awarded a grant for £3,000 for FY 25/26 for general running costs (proposed by Cllr Budden and seconded by Cllr Mort with three votes in favour, one against and one abstention).

It was noted that the revised grant policy requires all grants to be spent within the financial year of allocation and evidence of that expenditure submitted to LPC as part of a new monitoring process.

The Chair closed the meeting at 20.12 hrs

Date of next scheduled meeting: Monday 28th July 2025 @ 7 pm.