HILDENBOROUGH PARISH COUNCIL

Pavilion and Recreation Ground – Riding Lane – Hildenborough – TN11 9HY
Telephone: 07818 329029
Email: clerk@hildenboroughparishcouncil.gov.uk
Website: www.hildenboroughparishcouncil.gov.uk

MINUTES OF THE FINANCE COMMITTEE MEETING

HELD

Wednesday 4th November 2026 19.30

Council Members in Attendance:

Cllr McNeil (Chair of Finance), Cllr Sklavenitis (Chair), Cllr Wynne (Vice Chair), Cllr Haugh and Cllr Leeson.

Other Persons in Attendance:

Louise Jenner RFO & Parish Clerk

1. **APOLOGIES FOR ABSENCE**

   Cllr Batchelor family commitments

2. **DECLARATIONS ON INTEREST**

   Cllr Sklavenitis and Cllr Haugh item 7 Garden Society both members.

3. **APPROVE MINUTES OF PREVIOUS MEETING – Held on 5th November 2025**

   The minutes were approved and signed by the Chair of the Finance.

4. **Matters arising. - None**

5. **Expenditure review 2025 – 2026**

   Expenditure is in line with the budget; Councillors reviewed and discussed various budget lines and noted the committed expenditure currently listed.

6. **To review the below budgets for 2027 - 2028**

   6.1 Draft budget 2027 - 2028

   Councillors reviewed the four proposed draft budgets and considered the projects the Parish Council could deliver in the coming year, taking into account the requests made by the Open Spaces Committee and the Planning Committee at their previous meetings.

   The discussion focused on how the Council can responsibly justify any additional costs, ensuring that spending aligns with community needs, delivers value for money and leads to a meaningful impact. Councillors also discussed election costs, staffing hours and inflation.

   The Finance Committee agreed to put two proposals to the full Council. In both versions, the earmarked reserves held for a new pavilion would be released. The

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Committee believes the pavilion project would cost between £2 million and £3 million and would need substantial external funding, so it is unlikely to proceed in the immediate future.

- Version 1: an increase of £5.48 per Band D property, a 8.4% increase. (52 staff hours per week)
- Version 2: an increase of £8.63 per Band D property, a 13.2% increase. (60 staff hours per week)

Both versions scale back the requests received from the Open Spaces Committee and the Planning Committee.

6.2 Project proposals

Open Spaces project proposals would see the below items

Priority	Allocation	Purpose
1	£37,000.00	Maintenance contracts, tree works and play park maintenance
2	£12,000.00	Pond works to the Recreation Ground and West Wood ponds
3	£15,000.00	Towards pathway improvements West Wood
4	£7,000.00	Towards ground preparation for the community orchard
Total	**£71,000.00**	

6.3 Salary review

Confidential

6.4 Accounting Requirements if exceeding £200k Income or Expenditure

Councillors agreed that the budget proposals would include outline provision for training and audit costs. The new accounting requirements will change the financial processes the Parish Council must follow, the year-end AGAR and reporting will be in a new format. The new process will require additional staffing hours to ensure the correct procedures are followed.

7. Review Club Rents for 2027 – 2028

5 clubs are due for their rents to be reviewed the following proposals were made.

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Cricket Club - £300
Stallball Club - £300
Fitness Club - £300
Tennis Club - £1000
Gardening Society - £150

Councillors commented on the number of fallen trees in the doctor's surgery land and a broken rear fence. While their lease isn't due for consideration to 2040 the Parish Clerk would write to the Practice Manager to request that the trees are managed.

8. Review of bank accounts

Councillors noted the bank account summaries. The Parish Clerk would investigate new savings accounts with higher returns. Cllr Sklavenitis noted Redwood 95-day saver offered a rate of 4.5% interest.

8.1 Bank account signatories

The bank accounts were reviewed the current Bank Account Signatories will remain the same for 2027 – 2028

- Unity Trust Current Account
- Unity Trust Savings Account
- Nationwide Savings Account

Ioannis Sklavenitis, Cathy Wynne, Andrew McNeil, David Haugh

8.2 Credit Card users –

Parish Clerk & RFO – Louise Jenner and approved increasing the credit card limit to £2000.

9 Review of Risk Assessment

This is recommended for acceptance by the Full Parish Council

10 Review of Revised Financial Regulations

The Finance Committee noted that the new Financial Regulations were approved and adopted at the Parish Council meeting on 14th October 2026.

11 **Donations/Sponsorship/Subscriptions**

S137 donations that have already been approved throughout the year.

- 18th May – Short Mat Bowls - £235.00
- 18th May – Hildenborough Girl Guides - £750
- 14th October – Hildenborough Scouts Cubs Beavers - £600
- **Total - £1585.00**

The Finance Committee approved the following donations

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- Kent Air Ambulance - £300
- The Hygiene Bank West Kent - £300
- Hospice in the Weald - £600
- Heart of Kent Hospice - £0 outside of the area
- West Kent Mediation - £300
- Domestic Abuse Volunteer Support Services - £300
- Hildenborough Conservation Group (Insurance cost) – Budget - £300
- Hildenborough Litter Picking - £300
- **Total - £2400**

S137 Donations Total- £3985
Remaining S137 for the 26/27 year - £2015

The Parish Clerk will place a note within the Keys Magazine to remind local charities and clubs regarding the Parish Council S137 fund.

12 Use of Direct Debits, BACS and CHAPS

- Nest – Pension
- EDF Energy
- Castle Water – Pavilion
- Castle Water – Village Green
- Business Stream – Wastewater
- Microshade / Flotek – IT Support
- BT
- Bank Fees / Charges Unity Trust
- Lloyds Corporate Credit Card
- VOXI
- Anthropic – Claude
- Survey Monkey
- Wealden Buildings Study Group

C0NFIDENTIAL ITEMS

13 Staffing

The Finance Committee approved the Local Government Services Pay Agreement 2026/27. The Parish Clerk and RFO will receive the pay award backdated to 1 April 2026 in the December payslip, together with the 3.3% uplift to the Room Rent Allowance, as recommended by the Local Government Services Pay Agreement.

14 Local Government Pension Scheme

The Finance Committee reviewed the LGPS documents and will make the recommendation to the Full Council.

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