



FINANCE COMMITTEE MINUTES
Monday 6 July 2026

Councillors in Attendance: William Harmsworth (Chair) Bill Kear (Vice Chair)
Peter Perdue.

Also in Attendance: Clerk and two members of the public.

- 1 Apologies for absence.
Phill Crutcher
2. Declarations of Interest.
None declared
3. Review expenditure and balance sheet for first quarter 2026/27 (Appendix A)
 - The finance committee reviewed the budget allocation and spend to date for all payments including administration and grants awarded up to July 2026. Outgoing spend allocations were as expected for halfway through the year; however, it was noted that website hosting and mailboxes exceeded the budget spend due to a 2-year fixed agreement whereby payment was made in advance. And a significant grant towards the resurfacing of the Newdigate hard court sports surface of £3,100 also went above the allocated budget for the year. Councillors agreed to increase the grant allocation budget for next year and to increase the budget for Zurich Insurance to align with price increases across the sector.
 - CIL monies balance now stands at £4365.69 with an amount of £1107.00 to be spent by April 2027 within the community.
 - Cllrs agreed to continue with Mulberrys as the Internal Auditor with a fixed price offered for a continuous 2 year contract.
- 4 Consider future projects and any allocation of funding:
 - Brickworks Nature Reserve – councillors noted that a sum of £1000 remained in Ear Marked Reserves with an additional sum of £2,260 for Brickwork improvements held in a separate bank account with NatWest. Bill Kear confirmed that plans are being put in place for the installation of a new footpath from Springfield farm.
 - Trig Street Footpath improvements – councillors noted the £2000 LGW grant which will be spent on improving accessibility during the winter months.
 - Grant Allocations – councillors noted the annual grant awarded to St Peter's Church and the village magazine.
 - Councillors to discuss and determine donation to SWT in memory of Diana Salisbury who sadly passed away and historically was Chair of the Parish Council – to be discussed by full council.
 - With the possibility of election costs for the parish council in May next year, councillors noted £1000 was set aside in reserves.

5. To consider the first draft of the council's budget requirements and strategic priorities for the financial year 2027/28.
 - Figures for expenditure and budget allocation were on track as expected with acknowledgement made (as above).
 - Councillors were conscious of the changes to County Council becoming East Surrey next year and the possible impact that this may have on the responsibilities and finances of the parish council.
6. Confirm date of next Finance meeting
 - The finance committee's next meeting is scheduled for Monday 2 November 2026 to start at 7.30pm.
7. Confidential Items/ Closed Session
 - Pensions Employee Scheme – information will be circulated and discussed in the confidential session by the Full Council.

MEETING ENDED AT 8.30PM

Chairman..... Date.....

APPENDIX A

NEWDIGATE PARISH COUNCIL - 2026/27 RECEIPTS AND PAYMENTS						NOTES
RECEIPTS	AGAR	Budget	Actual	Variance	%	
Precept	2	£20,301.00	£10,150.50	£10,150.50	50.0%	
Allotment rent	3	£300.00	£180.00	-£120.00	60.0%	
Mole Valley Supp. Grant	3	£801.00	£0.00	-£801.00	0.0%	
CIL Monies Received	3	£0.00	£0.00	£0.00		
Miscellaneous	3	£0.00	£214.00	£214.00		
				-		
TOTAL RECEIPTS		£21,402.00	£10,544.50	£10,857.50	49.3%	
PAYMENTS	AGAR	BUDGET	ACTUAL	VARIANCE	%	
ADMINISTRATION						
Clerk's salary inc tax	4	£11,500.00	£4,691.68	£6,808.32	40.8%	
PAYE admin	6	£180.00	£135.00	£45.00	75.0%	
Stationery, printer ink etc	6	£150.00	£0.00	£150.00	0.0%	
Website, email	6	£250.00	£1,193.29	-£943.29	477.3%	2yr costs Mailbox/Email
Hall hire	6	£500.00	£150.00	£350.00	30.0%	
Insurance	6	£500.00	£527.11	-£27.11	105.4%	Increase budget 2027
Training	6	£500.00	£42.00	£458.00	8.4%	
SALC/NALC subs	6	£850.00	£752.72	£97.28	88.6%	
Asset Management	6	£500.00	£0.00	£500.00	0.0%	
Auditor	6	£550.00	£214.50	£335.50	39.0%	Fixed price 2yr deal
Other Admin Costs	6	£312.00	£104.00	£208.00	300.0%	
Defibrillator Management	6	£250.00	£0.00	£250.00	0.0%	
Allotment Rent	6	£10.00	£10.00	£0.00	100.0%	
Allotment Water	6	£120.00	£46.79	£73.21	39.0%	
Miscellaneous	6	£500.00	£0.00	£500.00	0.0%	
Sub Total		£16,672.00	£7,867.09	£8,804.91	47.2%	
GRANTS AWARDED						
Newsletter	6	£625.00	£0.00	£625.00	0.0%	CIL monies
Churchyard	6	£575.00	£0.00	£575.00	0.0%	
Other Grants Awarded	6	£1,000.00	£3,100.00	-£2,100.00	310.0%	NCC sports surface grant
Sub Total		£2,200.00	£3,100.00	-£900.00	140.9%	
TOTAL PAYMENTS	6	£18,872.00	£10,967.09	£7,904.91	58.1%	
RESERVES						
Traffic surveys & calming	6	£5,000.00	£0.00	£5,000.00	0.0%	
Brickworks Projects	6	£1,000.00	£0.00	£1,000.00	0.0%	
Trig Street Footpath	6	£2,000.00	£0.00	£2,000.00	0.0%	

Election Costs 2027	6	£1,000.00	£0.00	£1,000.00	0.0%	
Sub Total		£9,000.00	£0.00	£9,000.00	0.0%	
NatWest A/C Bank Balance at 01.04.26		£30,752.41				
Plus: Income			£10,544.50			
Less: Expenditure				£10,967.09		
Balance held					£30,329.82	
Difference		£0.00				
uncleared/unpaid funds		£0.00				
Reconciliation total		£0.00				
Newdigate PC A/C Bank Balance 06.07.26					£30,329.82	
Brickworks A/C Bank Balance at 06.07.26					£2,260.00	