



Leysdown PARISH COUNCIL

Finance Committee Minutes Saturday 15th November 2025

Present:

- Cllr. Switters
- Cllr. Noe
- Cllr. Moore
- Cllr. Sandle (*attending remotely and no voting rights*)

In Attendance:

- Sarah Poole, Responsible Financial Officer / Proper Officer

LOSPCM25/26 – 13: Apologies for Absence

None.

The meeting was delayed due to an unforeseen incident involving Cllr. Noe's husband, who had been involved in a car accident. The meeting commenced at 12:29 p.m.

LOSPCM25/26 – 14: Declarations of Interest

Members were invited to declare any Disclosable Pecuniary or Non-Pecuniary Interests in relation to items on the agenda, in accordance with the Council's adopted Code of Conduct.

No declarations were made.

LOSPCM25/26 – 15: Public Session

In accordance with Standing Orders 3(f), (g), and (h), a public session of up to 15 minutes was made available.

No members of the public were present.

LOSPCM25/26 – 16: Approval of Minutes of the Previous Meeting

The minutes of the meeting held on 7 November 2025 were circulated prior to the meeting. A typographical error in the date was noted and corrected.

Resolved: The minutes were approved as an accurate record. Proposed by Cllr. Noe, seconded by Cllr. Switters and agreed unanimously.

The Chair duly signed the minutes.

LOSPCM25/26 – 17: Six-Month Budget Review

Members reviewed the six-month budget comparison of Budget versus Actuals, noting expenditure to date of £28,798.38 as of the 30th September 2025.

A discussion took place regarding spending trends and remaining allocations within the financial year.

Suspension of Standing Orders:

It was proposed by Cllr. Moore, seconded by Cllr. Switters and resolved that Standing Orders be suspended at 13:30 to allow for a short comfort break.

Standing Orders were reinstated at 13:36.

LOSPCM25/26 – 18: Preliminary Considerations for the 2026–2027 Budget

The committee reviewed the draft budget proposals for 2026–2027, totalling £133,297.70.

Resolved: It was proposed by Cllr. Noe, seconded by Cllr. Moore, and agreed unanimously to recommend this draft budget to Full Council for approval.

LOSPCM25/26 – 19: Recommendations to Full Council

Following discussion, the Committee resolved to make the following recommendations to Full Council:

- a) War Graves Project, to proceed with the War Graves Project within the next three months, ensuring the necessary planning and permissions are in place before commencement.
- b) Precept Request 2026–2027 – To submit the Precept Request to Swale Borough Council. The proposed precept we believe this equates to approximately £76.55 per household per year, representing £6.38 per month, £1.47 per week, or £0.21 per day.
- c) Bandstand Maintenance – To arrange for the repainting of the bandstand to ensure its continued preservation and visual upkeep.
- d) Councillor Skills Audit – To carry out a full skills audit of all councillors to identify areas for development and strengthen governance and community engagement.
- e) Mandatory Councillor Training – To implement mandatory training for all members, as determined appropriate by the Parish Council, to support effective decision-making and compliance with statutory duties.

LOSPCM25/26 – 20: Correspondence

None received.



Leysdown

PARISH COUNCIL

LOSPCM25/26 – 21: Date of Next Finance Committee Meeting

The next Finance Committee meeting will be held on Friday, 6 February 2026 at 10:30 a.m.

LOSPCM25/26 – 22: Closure of Meeting

The meeting closed at 13:54 p.m.

Signed: _____
(Chair, Cllr. Moore)

Date: _____