



TATWORTH AND FORTON PARISH COUNCIL

Minutes of the Finance Committee Meeting of Tatworth and Forton Parish Council held on 28th August 2025 at 7pm at St John's Church Rooms, Tatworth

Present: Chairman Councillor: C Brown, Councillors S Adams, R Down, R Jacobs, L Matthey, K Patay, M Rees

Clerk Nigel Tinley

As Councillor C Brown had been delayed Councillor R Down commenced the meeting

There was one member of the public and no Press present. The member of the public was invited to speak about any item not already on the Agenda but declined.

39/25 Apologies for Absence

Councillor P Chapple – Holiday

40/25 Declarations of interest

44/25 Councillors R Down and S Adams

41/25 To approve and sign as a correct record Minutes of the Finance Committee Meeting held on 19th June 2025

Proposed by Councillor S Adams, Seconded by Councillor K Patay. 3 in favour, 3 abstentions (not at last meeting).

RESOLVED: That the Minutes of the Parish Council Finance Committee Meeting held on 19th June 2025 be signed as a correct record.

42/25 To approve a change of signatory for Unity Trust and Charity Bank accounts to replace Ex Councillor Peter Rosser

Ex Councillor P Rosser was a signatory on both Unity Trust Bank and Charity Bank accounts. The Clerk would like a replacement.

Councillor R Down proposed Councillor K Patay, Councillor L Matthey seconded. All in favour.

RESOLVED: Councillor K Patay is to become a signatory for the bank accounts and is to be removed from the verifier list. Councillor K Patay accepted the post.

An agenda item for the next meeting is to add to the verifier list.

*Councillor C Brown joined the meeting and took over the chair
She declared an interest in 44/25*

43/25 Verification of reconciled balances up to 26th August and report of finances against Budgets up to 26th August

The Clerk produced and explained the financial report for the 5 month period. There were no overall concerns but just a note that staff cost will exceed budget due to the additional Clerk's hours and Cemetery Memorial Safety training and checking. There were no questions.

Councillor R Jacobs signed the Reconciliation of Finances.

44/25 If grants oversubscribed authorise the transfer of up to £900 from youth budget to cover youth type grant applications

This sum was not required as grants have not been oversubscribed.

44/25 Assess Grant applications for recommendation to Full Council

The budget for grant applications this year is £3,000 with a further £1,000 for the community food table. We have had 10 applications for £300 each. 8 were approved, 1 to request further information and 1 declined. The food table budget was approved at £1,000 and would be ring fenced away from church funds.

Each grant application was proposed, seconded and approved with Councillors C Brown, R Down and S Adams abstaining as necessary.

RESOLVED: The Finance Committee recommends to the Full Council the approval of 8 applications at £300 each and the food table at £1,000.

45/25 Date of Next Meeting: 16th October 2025

Meeting closed at 8:00pm