Minutes of the Finance Committee of St Just in Roseland Parish Council held on 27th October 2025 at 5.00pm.

Councillors Present: R Baylis (Chairman of Finance Committee), A.Fordham, P. Hare-Scott, P Salter, K Warren.
Other Councillors Present: none
Also present: H Couch - Parish Clerk & R Fordham – Parish Administrator

Cllr Baylis welcomed everyone to the Finance meeting of St Just in Roseland Parish Council.

1. To accept apologies for absence – Cllr Giles

2. Declaration of Interest:
a) Disclosable Pecuniary Interest – None declared
b) Non-Registerable Interest – None declared
c) Of gifts to the value of more than £25 - None declared
d) To consider requests for dispensation on items on the agenda – None declared

3. Public Participation – none

4. Confirmation of the minutes of the Finance Committee held on 28th July 2025
The Council **RESOLVED**, by a show of hands by those who had attended the said meetings be approved. All in favour and they were duly signed by the Chairman.
Matters arising - none

5. To finalise the Financial Regulations
Cllrs Andrew and Baylis met on the 21st October to go through the financial regulations policy and made recommendations. A discussion took place on point 5.15 and it was agreed that the amount should be £1000. With this amendment, it was agreed that this document should be recommended for approval at the next full parish council.

6. To discuss the financial report for the first six months of 2025/2026 financial year
A discussion took place in which the Clerk provided detail into the expenditure for the first six month. The Councils' income was 92% of the budget and the expenditure was 59.3% of the budget, so we are on target.

7. To discuss the Budget and Precept for 2026/2027
The figures are not available until mid November, so another meeting will be called, specifically for this agenda item.

8. To discuss and review the following financial policies
- Grant policy and application form
- Internal audit policy and procedure

A good discussion took place and a couple of amendments were made, it was agreed that these would be recommended to full parish council for approval.

9. To discuss the Roseland Centre's loan and agree the repayment agreement
An email had been received from one of the trustees to explain their current financial situation and it was agreed that the Clerk should respond to note the contents.

10. To discuss any grant applications received
St Mawes School should be sent a grant application form and policy and this will be reviewed at our next meeting.

11. Any other business that the Chairman considers to be of urgency
It was agreed that £300.00 for the Royal British Legion should be recommended to be paid at full parish council.
It was agreed that the St Mawes and St Just Heritage Group be offered the cupboard space at an annual cost of £100.00, this would be recommended at full parish council.
Following a discussion it was agreed to respond to the St Mawes Art Group to say that we currently have an agreement with a business user hiring the clerks old office space and that if this changes in the future, we would re-consider this position.

There being no further business, the meeting closed at 6.15pm

Signed as a true record……………………………………..Chairman Cllr. R Baylis

Dated ………………………