



Working for the Community in Rotherfield, Mark Cross, Eridge Green, Boarshead and surrounding areas

MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON THURSDAY 4TH DECEMBER 2025 AT 19:30 IN THE UPPER HALL AT ROTHERFIELD COMMUNITY HUB (MEMORIAL INSTITUTE)

PRESENT

Cllr D Hiles (Chair)
Cllr J Gosney

Cllr P Turner
Cllr R Harris

Cllr P Beach
Cllr J Richardson

COUNCILLORS ABSENT

Cllr P Kember

ALSO PRESENT

Adam Hardy (Parish Clerk & Responsible Finance Officer)

1. PUBLIC FORUM

None.

2. TO RECEIVE THE FOLLOWING:

a. To review and adopt the committee's terms of reference.

It was **RESOLVED** that the Committee Terms of Reference required no changes. The Terms of Reference were renewed for a further year.

b. Apologies for Absence (LGA 1972 S85).

Apologies had been received from Cllr B Johnstone.

It was **RESOLVED** that the reasons for absence be accepted.

c. Declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda, and updates to members' register of interests.

It was **RESOLVED** and understood by Councillors that Section 10 (2) c (vi) of the Parish Council's Code of Conduct provides dispensation regarding Councillors setting council tax or a precept under the Local Government Finance Act 1992.

d. To approve and adopt as a true record the DRAFT Minutes of 16th April 2025 Finance & General Purposes Committee.

It was **RESOLVED** that these minutes represented a true record and they were signed by the Chair.

Last Edit: Tuesday, 9 December 2025 10:48 PM

Clerk & RFO: Adam J Hardy, 3 Trinity Mews, Mill Crescent, Crowborough, East Sussex TN6 2QU

Tel: 07969512099. **Email:** clerk@rotherfieldparishcouncil.co.uk

Parish Council Website: www.rotherfieldparishcouncil.co.uk **Twitter:** [@rotherfieldpdc](https://twitter.com/rotherfieldpdc) and on **Facebook**

e. Clerk's updates on actions from previous meetings.

The Clerk reported that all actions from the 16th April 2025 meeting of this Committee had been carried out.

3. TO CONSIDER THE FOLLOWING AGENDA ITEMS: - 2026/27 Budget and Precept.

a. Review budgets presented by the Council's Committees.

Documents relating to this item had been circulated to Councillors ahead of the meeting.

The Committee **ACCEPTED** the Committee budgets presented by the Clerk.

b. Review, agree and adopt the combined Parish Council total budget for approval by the Full Council.

The following budget was presented to the Committee:

| BUDGET HEADING | AGREED 2026/2027 TOTAL BUDGET £ | Less ESTIMATED UNDERSPEND 2025/2026 £ | ADJUSTED TOTAL FOR FUNDING £ |
|--|---------------------------------------|---|------------------------------------|
| Council Administration | £101,660.00 | £0.00 | £101,660.00 |
| Community & Events | £3,825.00 | £3,500.00 | £325.00 |
| Capital Projects – Highways | £20,501.00 | £18,000.00 | £2,501.00 |
| Lighting | £22,000.00 | £3,000.00 | £19,000.00 |
| Highways | £20,350.00 | £1,000.00 | £19,350.00 |
| Capital Projects - Recreation and Burial | £19,501.00 | £0.00 | £19,501.00 |
| Recreation Ground and other open spaces | £33,415.00 | £0.00 | £33,415.00 |
| Burial Ground | £13,500.00 | £3,000.00 | £10,500.00 |
| Surgery | £0.00 | £0.00 | £0.00 |
| Rotherfield Memorial Institute Building | £20,000.00 | £0.00 | £20,000.00 |
| Local Government Reorganisation (Reserve) | £0.00 | £0.00 | £0.00 |
| Rotherfield Pre-School Building | £15,000.00 | £0.00 | £15,000.00 |
| TOTALS | £269,752.00 | £28,500.00 | £241,252.00 |

It was **RESOLVED** to present the above budget of £269,752.00 for the 2026/2027 financial year to the Full Council.

Councillors discussed the funding of the Rotherfield Memorial Institute redevelopment project through the parish precept. It was **AGREED** that the Council would contribute £20,000.00 from reserves and £20,000.00 from the forthcoming precept to allow for the match funding of the CLIF grant application to Wealden District Council. It was suggested that the £40,000.00 match funding could be offered back to the Parish Council from the bequest it is waiting to receive.

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Councillors raised the urgency of being fully updated on the redevelopment project for Rotherfield Memorial Institute in its capacity as custodian trustee. The update should include the following:

- The cost of the overall project.
- How much the Parish Council has already contributed.
- An update on proposed funding sources.
- A project timeline update.
- Management of the Rotherfield Memorial Institute charity and its role in the redevelopment project.

Clerk to arrange an Extraordinary Parish Council Meeting for January 2026.

Councillors wished it recorded that the work carried out by Cllr B Johnstone, leading on the redevelopment project and as Chair of the Rotherfield Memorial Institute Management Committee, has been outstanding.

c. Agree the Precept for 2026/27 to be considered for final agreement by the Full Council.

It was **RESOLVED** to recommend to Full Council that the Precept for 2026/2027 be set at **£241,252.00**. This is a **14.28%** increase, representing a **35p** a week increase for a Band D Property.

4. TO RECEIVE NOTICE OF THE DATE OF THE NEXT MEETING OF THIS COMMITTEE.

Thursday 16th April 2026 in the Upper Hall at Rotherfield Community Hub (Memorial Institute).

5. TO RECEIVE DETAILS OF ANY URGENT ISSUES FOR NOTING OR INCLUSION ON FUTURE AGENDAS.

- The Clerk and Cllr P Turner reported that they had met with the Sports Club regarding their plans to redevelop the Sports Club. An item will appear on the 11th December Parish Council Meeting to request that the Council engage a local planning company on their behalf.

Meeting closed at: **20:52**

Signed:

Date:

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