

**FOUR MARKS PARISH COUNCIL**

**Minutes of the Meeting of the Finance & General Purposes Committee  
Held on Wednesday 13<sup>th</sup> November 2024 commencing at 6.00pm  
This meeting was held at Benians Pavilion**

<b>MEMBERS PRESENT:</b>	<b>Cllr Howard Briggs (Chairperson), Cllrs Smith, R Pullen, McAllister, Gebbett, M Pullen</b>
<b>IN ATTENDANCE:</b>	<b>Victoria Ursulean – Assistant Clerk Heidi Simmonds – RFO</b>
<b>APOLOGIES:</b>	<b>One member of the public None</b>

**24.31 FGP APOLOGIES FOR ABSENCE**

There were no apologies for absence.

**24.32 FGP OPEN SESSION/PUBLIC PARTICIPATION**

No items were raised. The Open Session ended at 6.01pm and Standing Orders were applied.

**24.33 FGP DECLARATIONS OF INTEREST**

There were no declarations of interest.

**24.34 FGP MINUTES OF THE LAST MEETING**

On the proposal of Cllr R Pullen, which was seconded by Cllr McAllister and with all Councillors in agreement, it was **RESOLVED** to approve the Minutes of the Finance & General Purposes Committee meeting held on Wednesday 24<sup>th</sup> July 2024 as a true reflection of the meeting and were duly signed by the Chairman.

**24.35 FGP TO CONSIDER CHARGES FOR SPORTS CLUBS**

**24.35.1 Football Clubs, to include Mens and Junior Teams.**

The Committee reviewed the fees for the Mens and Vets teams factoring in cleaning of the changing rooms once a month, creating a sinking fund for future improvements and future maintenance of the pitch following notice that the current volunteer will no longer assist. Consideration was given to the average pitch fee as provided by the Football Foundation.

On the proposal of Cllr M Pullen, which was seconded by Cllr Smith, it was **RESOLVED** to set a provisional figure for the mens/Vets fees at £400 per team and youths at £250 per team for the financial year 2025/2026.

**24.35.2 Archery Club**

The Archery Club current rental fee was £500.

On the proposal of Cllr Briggs, which was seconded by Cllr Smith, and with one abstention, it was **RESOLVED** not to increase the rental fee for the Archery Club.

**24.35.2 Bowls Club**

Cllrs mentioned that the current fee of £100 did not cover the electricity. Cllr Gebbett mentioned that Open Spaces Committee will be meeting with the Bowls Club to discuss their future.

On the proposal of Cllr M Pullen, which was seconded by Cllr McAllister it was **RESOLVED** to amend the Bowls club fees to £200.

**24.36 FGP TO CONSIDER AGREEMENT TERMS WITH ALLOTMENT ASSOCIATION AND APPROVE ANY ASSOCIATED LEGAL FEES.**

Councillors discussed whether the Allotment Association should have a Lease or a License to Occupy.

The meeting was closed at 6.37pm.

A member of the Allotment Association was present and said that the biggest costs were maintaining the trees along the perimeter. He mentioned that the majority of Local Authorities maintain and do all of the administration for their allotments. However, a lot of this is currently carried out by the Allotment Association. The charge stands at £25 annually, plus a £20 signing up fee, and there are 80 plots in total.

The meeting was reopened at 6.43pm.

On the proposal of Cllr R Pullen, which was seconded by Cllr Briggs, it was **RESOLVED** to create a License to Occupy agreement with the Allotment Association.

**24.37 FGP TO REVIEW LICENSE FEE FOR BENIANS COMMITTEE**

The fee agreed for the 2024 financial year was £6000. However, costs have increased and the approximate deficit is £4000 per year.

On the proposal of Cllr M Pullen, which was seconded by Cllr R Pullen, and with all Councillors in agreement, it was **RESOLVED** to increase the license fee for Benians Committee to £7000 per annum.

**24.38 FGP TO REVIEW REGULAR CONTRACTOR AGREEMENTS AND FEES**

On the proposal of Cllr M Pullen, which was seconded by Cllr Briggs, and with all Councillors in agreement, it was **RESOLVED** to defer this item.

**24.39 FGP TO CONSIDER AN INCREASE IN CEMETERY FEES**

Councillors discussed cemetery fees in relation to other local parishes and also mentioned that the fees had not increased in four years.

On the proposal of Cllr M Pullen, which was seconded by Cllr Smith, and with all Councillors in agreement, it was **RESOLVED** to increase the cemetery fees by 20% except for those of children under 12.

**24.40 FGP TO FINALISE DRAFT BUDGET FOR PRESENTATION TO FULL COUNCIL.**

It was noted that the draft budget had an increase of 4.5%

On the proposal of Cllr R Pullen which was seconded by Cllr Briggs, and with all Councillors in agreement, it was **RESOLVED** to agree on the draft budget.

**24.41 FGP NEXT MEETING: TBC**

**24.42 FGP MEETING CLOSED AT: 7.22pm**