

PULBOROUGH PARISH COUNCIL

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**Minutes of the Finance and Governance Committee held at the United Reformed Church,
82 Lower Street, Pulborough, RH20 2DW on Monday 15th June 2026.**

Councillors present: Cllrs Lauren Bailey, Paul Clarke (Committee Chair), Sharon Curd (Chair of the Parish Council), Ruth Court and Elizabeth Hunt.

Officers: Oliver Last (Clerk)

Members of the Public: None

The Chair welcomed all present and read out the safety instructions.

Jonathan Campbell

FP001. Apologies for Absence

Apologies were received from Cllrs Andrada Labuschagne.

FP002. Declarations of Interest and Changes to Register of Interests

Cllr Hunt disclosed that there was a conflict with FP007 and would not vote.

FP003. Minutes

It was **resolved** to approve the minutes of the meeting held on [Monday 20th April 2026](#)

FP004. Public Speaking

There were no public speakers.

FP005. Business Rates

The committee was issued with a report provided by the Deputy Clerk prior to the meeting explaining the changes, summarising:

Business Rates Comparison 2025/2026 – 2026/2027

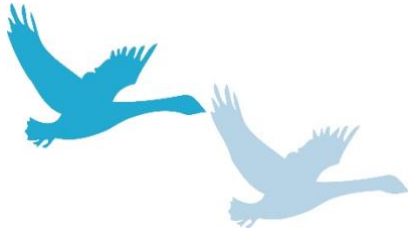
2025-2026 charge £1800.00

2026-2027 charge £2600.00

It was **resolved** to note the increased charges and noted thanks to the Deputy Clerk for the clear report.

FP006. Insurances spreadsheet

A report was presented to the Committee detailing the council's annual insurance arrangements, which included:



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AJG Community Scheme — Public Liability Insurance
Commercial Vehicle Insurance (truck)
Ill-Health Liability Insurance

The Clerk reported that the council did not receive all necessary information for the Ill-Health Liability policy until late in the year. After discussion with the insurer it was agreed that no premium was payable and consequently no cover was put in place for that period. The Committee considered whether the Ill-Health Liability insurance should be renewed.

It was **resolved** to acknowledge the update and unanimously **resolve** not to renew the Ill Health Liability Insurance.

FP007. Bowls Club lease

The committee reviewed the DRAFT lease and highlighted some missing information and asked the Clerk to refer them to the solicitor.

A discussion took place regarding some safeguarding issues that had recently been highlighted. The Clerk advised that this was an internal matter for the club to manage but that with the new licence the council will be in an appropriate position request that the was had if the council should have a condition in place for the council to monitor the compliance included in the licence. Office staff to be put in

To review the solicitor's DRAFT lease.

It was **resolved** to take the questions and back to the solicitor and ask for the changes to be made.

FP008. Cil and S106

The Committee reviewed the Community Infrastructure Levy (CIL) and Section 106 (s106) spreadsheet circulated with the agenda. Members noted current balances, allocations and any restrictions shown on the spreadsheet and considered whether existing earmarks matched the projects listed.

It was **resolved** to acknowledge the current Grant situation.

FP009. 5 Year Forecast

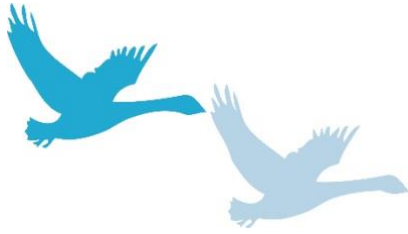
A first draft 5 year budget forecast was issued to the committee and the Chair gave an update following a meeting held with the Clerk.

The budget tried to make assessment around the projects in Pulborough including the new pavilion.

It was **resolved** to acknowledge the report.

FP0010. Year End Budget

The Clerk referred to the year-end report circulated with the agenda and summarised the council's position, noting a small overall underspend. He explained this was largely



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attributable to his recent appointment and to several new projects that had commenced during the year.

It was **resolved** to acknowledge the year-end position.

FP0011. Payments

There were no payments for members to sign off.

With no further business the meeting ended at 19:13