

PULBOROUGH PARISH COUNCIL

**Minutes of the Finance and Governance Committee held at the United Reformed Church,
82 Lower Street, Pulborough, RH20 2DW on Monday 20th April 2026.**

Councillors present: Cllrs, Jonathan Campbell, Paul Clarke (Committee Chair), Sharon Curd (Chair of the Parish Council), Ruth Court.

Officers: Oliver Last (Clerk)

Members of the Public: None

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

F&P 001 Apologies for Absence

Apologies were received from Cllrs Lauren Bailey, Elizabeth Hunt and Andrada Labuschagne.

F&P 002 Declarations of Interest and Changes to Register of Interests

There were no declarations of interest.

F&P 003 Minutes

It was **resolved** to approve the minutes of the meeting held on [Monday 16th March 2026](#).

F&P 004 Public Speaking

There were no public speakers.

F&P 005 Grass Cutting

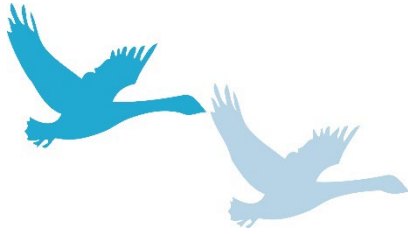
The Clerk produced the applications from the companies that have applied for the grass cutting tender and the scoring matrix used to find the most appropriate company. The committee discussed the pros and cons represented in the applications.

A vote was taken and it was **resolved** to recommend company F to Full Council.

F&P 006 Change of office

The Clerk updated the committee with the changes to the office location, and explained that the building work has been completed but the electricals are still to be completed, as is the decorating. The need for a new carpet in the office area was discussed, and it was agreed that the council would take responsibility to replace the carpet in these areas.

It was **resolved** to acknowledge the update and it was agreed that the council will arrange the relevant replacement carpet in the office.



F&P 007 Memorial Garden and Community Allotment budget to be combined

The Clerk outlined the proposal from the Recreation and Open Spaces Committee to merge the Memorial Garden and Community Allotment budgets, with any income allocated to an Earmarked Reserve (EMR) to be used solely for the Memorial Garden and Community Allotment.

It was **resolved** to proceed with the request from R&OS and combine the two areas into the same budget.

F&P 008 Year End Budget

The Clerk explained that the YTD budget had not changed since the last meeting due to the end of year which is booked in with the finance company in May.

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

F&P 009 5 Year Forecast

Cllr Clarke updated the committee with the work on the draft for the forthcoming 5-year budgets and reviewed the draft copy.

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

F&P 010 Payments

There were no payments for members to sign off.

With no further business the meeting ended at 18:53