



DURRINGTON TOWN COUNCIL

COUNCIL OFFICE, VILLAGE HALL, HIGH STREET, DURRINGTON, SP4 8AD

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**MEETING OF THE FINANCE AND HR COMMITTEE 17th JUNE 2025 AT 6.30 PM IN THE
ROBINSON ROOM AT THE VILLAGE HALL.**

Present	Cllr S Smith Cllr P Galan-Bamfield Cllr P Paul Cllr S Rennie Clerk: Jo Tudor	Madam Chairman Vice Chairman Clerk
Public Participation	There were no public present for the meeting.	
Minute No.	Minute	Action
FHR 1.25	ELECTION OF COMMITTEE CHAIRMAN FOR 2025/26 Cllr Smith was unanimously elected as chairman.	
FHR 2.25	ELECTION OF VICE CHAIRMAN FOR 2025/26 Cllr Galan-Bamfield was unanimously elected as vice-chairman.	
FHR 3.25	ACCEPTANCE OF APOLOGIES – all committee members were present.	

Durrington Town Council – Finance and HR Committee Meeting on Tuesday 17th June 2025. Minutes approved as a true and accurate record and signed as so by the Committee Chairman presiding.

Signed Date.....

FHR 4.25	APPROVAL OF MINUTES – Minutes were approved for the meeting on the 15 th of April 2025.	Clerk to put on the website
FHR 5.25	DECLARATIONS OF INTEREST – There were no declarations of interest.	
FHR 6.25	MATTERS ARISING FROM PREVIOUS MINUTES – Madam Chairman ran through the minutes checking that there were no outstanding matters. Cllr Galan Bamfield produced a reserves calculator as any easy way to see the financial position. It was agreed to try out the form this year.	
FHR 7.25	REVIEW OF THE BUDGET - Madam Chairman went through the current financial position she raised a number of queries about the accounts and requested that the committee regularly go through the accounts at each meeting so that any problems could be identified early on.	
FHR 8.25	REVIEW THE REDWOOD BOND – The Clerk had looked at the interest rates for a year bond and asked the committee to decide in good time before the bond matures, if the money should stay with the Redwood Bank or be invested elsewhere. There was one other Bank offering over 4% interest and on balance it was decided to keep the funds with the Redwood bank but to arrange for the interest to come back to the current account as it is income and should be treated as such.	The Clerk to arrange re-investment for a further year.
FHR 9.25	CONSIDER GRANT APPLICATIONS The committee considered 4 grant applications. The committee agreed the grant policy should be altered to provide a maximum figure for any application as £500. The application from the community church was refused on the basis that Local councils are not empowered to grant to any church save for specific circumstances for the structure of the building and this criterion was not met.	The Clerk to amend the Grant Policy. The Clerk to advise the applicants of the committee's decision.

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	<p>A grant for the Durrington Walls Wind Band was agreed. A grant for the Infant School and the Junior school were refused with.</p> <p>The Junior school grant for send equipment it was felt that according to the legislation the Council cannot provide core items which should be funded from the school's budget, the council can provide for extra non-core items. The Committee suggests the school have a conversation about what items might be allowed before they apply again.</p> <p>It was found that the very last grants from last year were paid from this year's budget. The committee considered an overspend for this year to ensure they can give grants out totalling £5,000. It was decided to see how many grant applications the committee receives before agreeing an overspend.</p> <p>The Infant school request was considered as it related to an outdoor classroom the committee felt it could be considered a core item. The committee felt the school should resubmit the application so that it doesn't cover any core items.</p>	
FHR 10.25	<p>REVIEW OF EAR MARKED RESERVES –</p> <p>The committee looked at the current ear-marked reserves.</p>	
FHR 11.25	<p>REVIEW AND ADOPTION OF THE FOLLOWING POLICIES – The committee agreed to adopt the following NALC policies</p> <p>Expenses Policy Anit-Bullying and Harassment Policy Compassionate Leave Policy Whistleblowing Policy Maternity Leave and Pay Policy Paternity Leave and Pay Policy Lone working Policy Grievance Policy Flexible Working Policy Emergency Dependents Leave Policy Disciplinary Policy Dignity at Work Policy</p>	<p>The Clerk to put on the full council agenda for ratification at the next meeting.</p>

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FHR 12.25	REVIEW OF COUNCILLOR TRAINING – Madam Chairman is undertaking Chair training this month, she advocated that all councillors should try and do training. Cllr Paul agreed to look at doing the financial training.	The Clerk to send a link to Cllr Paul
FHR 13.25	CONFIDENTIAL BUSSINESS - A staffing matter was discussed, after which Cllr Galan-Bamfield requested that the Clerk leave the room to allow the councillors to have a private discussion.	
FHR 14.25	DATES FOR FUTURE COMMITTEE MEETINGS WERE AGREED 15th July 2025 2nd Sept 2025 14th Oct 2025 – to look at the budget for 2026 11th Nov 2025 6th Jan 2026 immediately before the Full Council budget meeting 17th February 2026 17th March 2026 – (if required) 14th April 2026 – Year end All meetings are scheduled to start at 6pm and will take place in the Robinson Room.	

_____ **CHAIRMAN** _____ **DATED.**

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