



**WALBERTON PARISH COUNCIL
INCLUDING FONTWELL AND BINSTED**

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FINANCE AND LEGAL COMMITTEE

**DRAFT MINUTES SUBJECT TO THE APPROVAL OF
FINANCE AND LEGAL COMMITTEE ON 10 SEPTEMBER 2026**

**MINUTES OF THE WALBERTON PARISH COUNCIL FINANCE AND LEGAL COMMITTEE
HELD IN THE PAVILION AT 7.15pm ON TUESDAY, 18 JUNE 2026**

This meeting was closed to the public (Public Bodies (Admission to Meetings) Act 1960 and Local Govt Act 1972 7.6 (b) ss 100 and 102) due to its confidential and contractual sensitivity

FL/214/26 Record of attendance and apologies

In attendance were Cllrs Riordan (chair), Kress Von Wendland and Titmus
The Clerk: S Turner
Apologies were received from Cllr McElvogue and Hewson

1. Declaration of interests and dispensations in items on the agenda

FL/215/26 None

2. Confirmation of previous minutes

FL/216/26 The minutes of the Finance & Legal Committee of 12 March 2026 were confirmed as being a true record of the business conducted.

3. Matters arising

FL/217/26 The Project Manager's role

The Council considered the role of the project manager in view of their concerns of the expanding work load and how this may be managed inline with fiscal responsibilities.

The Council are grateful for to the PM for the work to date and will review the on-going workload and costs, pending a review later in the year to consider tendering for different or further roles the Council may required.

The Clerk has taken responsibility of the day to day management of the delegation and supervision of the PM

4. To approve the Terms of Reference (previously circulated)

FL/218/26 **RESOLVED:** all agreed to accept the amendments

5. Finances

FL/219/26 Budget Review

- a. To review and reconcile quarterly budget
- b. To review next quarter budget commitments

The above 2 items were not available as the Council has been working on annual budgets. With the change in accounting system, the quarterly budget was not available for the meeting and the Council **DISCUSSED** how to structure the accounting codes and reports.

- c. **NOTED** and **DISCUSSED** current financial position of the council
- d. **REVIEWED** expected Revenue – Precept, S106 and CIL.
- e. VAT – To note any VAT refunds due
Due to the change in the accounting system, this was not currently available, a refund is anticipated.
- f. Annual Governance and Accountability Return (AGAR) – this aims to be completed within the statutory requirements.

6. Capital Revenue

FL/220/26

- a. **NOTED** and reviewed the position of the Section 106 Agreements
- b. **NOTED** and reviewed the position of CIL Payments.
- c. **NOTED** and reviewed the position of the Solar Farm contributions

7. Business Plan

FL/221/26

The review against assets and future plans is to be taken up by Cllr Riordan.

8. Legal Matters

FL/222/26

- a. Legal compliance – **DISCUSSED** the Village Hall compliance and the aspirations regarding the outside area at the back of the Village Hall.
- b. Insurance – **NOTED** the insurance for this year was on a 3 year Long Term Agreement.
- c. Policies – The Council are continuing to review.
- d. Bye Laws – **CONSIDERED** the request for vehicular parking and access on to the playing field for the following two events, the Open Gardens on 21/6/26 and the Summer Fete and Dog Show on the 4/7/26
RESOLVED agreed for both events.

9. Staff matters

FL/223/26

The Clerk is to email the Data Protection Officer regarding access to IT software for the bookkeeper.
DISCUSSED the clerks role.

10. Any other business

None

FL/224/26

11. Date of next meeting of the Legal & Finance Committee.

FL/225/26

The date of the next meeting is to be Thursday 10 September 2026 at 7.15pm in the Pavilion.

There being no further business, the meeting closed at 8.56 pm.

Signed.....
Chair

Date.....