

**Minutes of a meeting of the Finance and Governance Committee
held on 22nd December 2025 in the Council Chamber, The Old
Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm**

Present: Councillors G. Gudka (Chair), A. Matthews, P. Mills, M. Murphy, K. Pearce

In attendance: K. Noble (Town Clerk) and 1 member of the public

Public Participation: There were no matters raised.

448.0.F25 To receive apologies for absence

Apologies were received from Councillors Vickers and Searing and N Brookes, RFO.

449.0.F25 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

450.0.F25 To receive and approve the minutes of the Finance and Governance Committee meeting held on 24th November 2025

The minutes of the previous meeting of the Finance and Governance Committee, held on 24th November 2025, were presented by the Chairman.

Resolved that the minutes of the meeting held on the 24th November 2025 were approved as an accurate record and signed by the Chairman.

451.0.F25 Matters arising from previous minutes

There were no matters arising.

452.0.F25 Chairman's report

There were no items to be raised, which were not being covered on the agenda.

453.0.F25 To receive the list of payments up to 11th December 2025

The list of payments attached to these minutes were noted and no queries were raised.

454.0.F25 To note the income and expenditure and earmarked reserves reports up to November 2025

Queries were raised regarding the overspend on the CCTV budget and grass cutting income, which were satisfactorily answered.



The reports were noted.

455.0.F25 To receive an update on aged debtors

The payment from Southwell House had now been received.

The report was noted.

456.0.F25 To review the draft budget for 2026/27 and precept examples and agree a recommendation to Council

The budget was thoroughly reviewed. Councillors raised many questions, which were answered and explanations given.

Resolved that the bank investments income budget should be reduced to £20,000, due to Somerset Council's decision not to pay all the precept in April.

The Committee agreed that the budget should be considered again at the next meeting with any changes highlighted. The Committee also requested that a separate option is shown, to give the figures if a Highbridge shop grants budget was added and additional funding for Christmas lights infrastructure.

457.0.F25 To review progress of the contracts list

Contracts to be reviewed next year were highlighted. The list of contracts were noted.

458.0.F25 Christmas lights update

Several queries were raised and answered. There are two main issues, communication with the contractor and getting permissions from businesses to erect the lights. A lengthy discussion took place regarding making improvements for the new contract and it was agreed that infrastructure costs will be considered in the budget.

459.0.F25 Date of next meeting

The next meeting of the Finance and Governance Committee will be held on 12th January 2026 at 7 pm.

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS	
10/11/2025	ICCM	20361	Cemeteries management training - SC	£150.00	£30.00	£180.00	paid 19/12/25
13/11/2025	J & R Food Service	446767	ice-creams - PT	£214.35	£42.87	£257.22	paid 19/12/25
18/11/2025	Aroma Café	18.11.25	cakes for senior event 29.10.25			£90.00	paid 19/12/25
27/11/2025	Otis	25069012/U4	lift service report & works	£579.20	£115.84	£695.04	paid 19/12/25
28/11/2025	Danfo	INV-0430	1 x baby change table, 1 x toilet roll dispenser - Pcons	£441.14	£88.23	£529.37	paid 19/12/25
28/11/2025	J & R Food Service	452590	ice-creams - PT	£157.25	£31.45	£188.70	paid 19/12/25
01/12/2025	SLCC	MEM256014-1	membership fees - ED			£360.00	paid 19/12/25
02/12/2025	Iris	INV-ISL-1180692	payroll services - Nov 25	£122.72	£24.54	£147.26	paid 19/12/25
04/12/2025	Screwfix	2009193870	key safe - Apex toilets	£14.99	£3.00	£17.99	paid 19/12/25
04/12/2025	Proper Job	Z0009T03-1647238	disinfectant & labels for servicing	£2.81	£0.57	£3.38	paid 19/12/25
05/12/2025	J & R Food Service	456155	ice-creams - PT	£214.44	£42.88	£257.32	paid 19/12/25
08/12/2025	Purnells	131256	brochures Jan-Apr 26 - Princess Theatre	£596.00	£30.00	£626.00	paid 19/12/25
10/12/2025	Proper Job	Z0009T02-664669	lightbulb	£2.49	£0.50	£2.99	paid 19/12/25
10/12/2025	Rotacentral	INV-1309	subscription for volunteers rota app - PT			£195.00	paid 19/12/25
10/12/2025	Steve Parker Services	1875	pump services	£480.00	£96.00	£576.00	paid 19/12/25
11/12/2025	BEES	11.12.15	settlement Annie show			£2,510.79	paid 19/12/25
	Pozitive Wealth		return of donation Xmas trees			£500.00	paid 19/12/25
	Katherine Noble		expenses re-imburement			£185.16	paid 19/12/25
	Somerset Council	Dec-25	pension payment			£10,544.80	paid 19/12/25
						<u>£17,867.02</u>	