



Wickham and Knowle Parish Council

Finance Committee

Minutes of the Finance Committee held at Knowle Village Hall

Thursday 3rd April 2025 at 8.26pm

Committee members present: Cllr Craig Manuel (Chair), Cllr Nic Holladay, Cllr Loraine Rappé, Cllr Sandy Phillips-Lee (Vice-Chair), Cllr Robert Broad

In Attendance: Sophie Thorogood, Parish Clerk & RFO

Members of Public: Cllr Kathryn Holladay, Cllr Sheila Chambers, Cllr Ben Sawyers,

Five members of public (who left at 9.06pm)

1. **Apologies for absence:** None
2. **Declarations of interest on agenda items:** None declared
3. **Public Session:** Three Parish Councillors as above, in addition to three Wickham in Bloom members, one representative from Taste of Wickham and one representative from Wickham Festival, all present to answer questions on grant applications.
4. **Minutes of the meeting held on the 23rd January 2025**
RESOLVED: Minutes of the meeting having been circulated were approved and signed by the Chair, as proposed by Cllr Manuel, seconded by Cllr Phillips-Lee and carried.
5. **Confidential minutes of the meeting held on 23rd January 2025**
RESOLVED: Confidential minutes of the meeting were approved and signed by the Chair, as proposed by Cllr Manuel, seconded by Cllr N Holladay and carried.
6. **Clerk's update:** The Clerk's update had been circulated with the document pack and was noted. It was noted and agreed that all hirers of Knowle Community Centre need to ensure that their debts are paid up to date / in advance.
7. **Grant applications from the following organisations:**

7.1 Wickham Festival - £5,000 – The statement of accounts were shared highlighting a deficit of £96,000. The festivals market has been struggling as costs have increased since Covid-19 and many are not going to go ahead this year. The ticket sales were down last year but are now 100,000 up from this time last year. Infrastructure needs to stay the same due to positive uptake on ticket sales. The grant from the Parish Council helps make up for the income lost by offering free tickets to WKPC residents.

RESOLVED: To recommend to Full Council to award a grant of £5,000, as proposed by Cllr Manuel, seconded by Cllr Phillips-Lee and carried.



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7.2 Taste of Wickham (ToW) - £5,000 – 2024 was a much bigger event than previous years. ToW are hoping to ringfence the £5k but are in the process of applying for other grants so may not spend it all. Cllr Manuel suggested hay bales be placed so that people can sit down whilst waiting for the bus.

RESOLVED: To recommend to Full Council to award a grant of £5,000, with all £5,000 being ringfenced, £3,000 paid initially and £2,000 available if required at a later date, as proposed by Cllr Manuel, seconded by Cllr Phillips-Lee and carried.

7.3 Wickham in Bloom - £1,238 - first time for Wickham this year. An award scheme, focussing on three areas: concentrating on community involvement, horticulture and environmental care.

RESOLVED: To recommend to Full Council to award a grant of £1,238, as proposed by Cllr Manuel, seconded by Cllr Rappé and carried.

9.06pm All grant funding applicants left the meeting at this point.

8. **£500 annual grant to Wickham Twinning Association as approved in April 2024** – noted.
9. **Change in procedure for Parish funded events:** The Business & Events Manager, to take the lead on all Parish Council events.
 - 9.1 **Budget of £2,000 for the Knowle Summer Fete - funded from nominal 5710 - Knowle Events** – noted.
 - 9.2 **Budget of £1,500 for the Parish Assembly, funded from nominal 5010 – Parish Assembly** – noted.
10. **Proposal for a “Wickham and Knowle Parish Council Magazine” distributed to all the Parish residents 4-6 times a year:**

Agreed in principle. ACTION: Cllr Manuel & the Clerk to meet with the editor of Wickham Parish Magazine and report back at the next meeting.
11. **Draft budget monitoring report for 2024-25:** The Clerk presented the Financial Budget Comparison document, which is included in the Document Pack – noted.
12. **Payments lists for January, February and March 2025:** The payments lists had been circulated with the document pack.

RESOLVED: To approve the payments lists for January, February and March 2025, as proposed by Cllr N Holladay, seconded by Cllr Manuel and carried.
13. **Final price of the Council’s insurance policy, which renewed on 8th March 2025** – the final policy renewal price of £2,449.72 was noted.



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14. Recommendation for funding a trial of an Accredited Community Safety Officer (ACSO) for the Parish in 2025/26. Details included in document pack and resolved by the General Purposes Committee on 3rd April 2025.

15. Adding Natalie Kenward to the Lloyds bank mandate as a signatory:

RESOLVED: to recommend to Full Council to approve adding Natalie Kenward to the Lloyd's bank mandate as a signatory, as proposed by Cllr Manuel, seconded by Cllr N Holladay and carried.

16. Recent correspondence/ reports from meetings attended of relevance to this Committee. None.

Meeting Closed: 9.46pm

Signed.....

Date.....