

BATHFORD PARISH COUNCIL
FINANCE AND ADMINISTRATION COMMITTEE MEETING MINUTES
Monday 29th June 2026, 10.30am – Bathford Manor

Attendees

John Budd (Chair), Sue Barclay, Marina Raybould, Andrew Sangster, Parish Clerk

1. Apologies

1.1. None

2. Minutes of meeting 16th April 2026

- 2.1. Minutes of the last meeting were unanimously approved.
- 2.2. Clerk agreed to update, by the end of the day, cost of ongoing subscriptions.
- 2.3. Clerk to meet with Avonvale RFC regarding the rent.

3. Q4 Financial Figures and Audit

- 3.1. Year-end and External Audit figures were found to be incorrect, correct figures were provided by Cllr John Budd.
- 3.2. Corrected figures to be agreed at next full Parish Council Meeting and submitted to the External Auditor.
- 3.3. It was suggested that the Clerk should obtain further training on Scribe from the company themselves or via local clerks using the same software.

4. Funding for Bathford Players and St Swithun's Church

- 4.1. Bathford Players requested £300 to support a proposed 60th anniversary event to take place in October. This request was approved.
- 4.2. St Swithun's has requested support for some renovations to improve disability access. They required a further £25K of funding for the full project, having already secured £125k of the £150k total.
- 4.3. It was agreed the Parish Council would fund £1000 this financial year, with a view to doing the same next year. Details of their other funding sources would be requested by the Clerk, prior to final agreement on next year's payment.

5. Follyfest Funding

- 5.1. It was agreed, as it was a popular community event, the Parish Council would fund the marquee costs at £1663 plus VAT, to be taken from the Events budget.

END 11.50am