



DEEPING ST JAMES PARISH COUNCIL

The Institute, 38 Church Street, Deeping St James, Peterborough PE6 8HD

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Parish Clerk: Julie Fortnum

The minutes of the Finance, Policy and Personnel Committee meeting held in the meeting room at the Institute 38 Church Street Deeping St James PE6 8HD at 8.00pm on Tuesday 09 December 2025.

Present: Councillors Bowell, Gilbert, Halls, Neville, Shinkins-Hoppe and Stevens
Councillor Nickerson was also in attendance.

The minutes were taken by the Parish Clerk.

26.39 To receive apologies of absence.

Apologies had been received and were accepted from Councillors Hosking and Rose

26.40 To receive any declarations of interest.

Nine declared.

26.41 To adopt the minutes of the previous meeting held on Tuesday 07 October 2025.

Agreed and signed.

26.42 To receive the Clerk's report.

- From 1 December 2025, the FSCS is increasing the maximum level of protection it provides, from £85,000 to £120,000, on eligible deposits with Barclays and Unity Trust Banks

- NALC have confirmed that the government have also stated that they are not (if average parish and town council precept increases over the three years are minimised) intending to include parish and town councils in referendum principles for precept increases over the three years

- NALC in partnership with Breakthrough Communications have [launched a major new resource to help parish and town councils build confidence in data protection](#) and prepare for the introduction of Assertion 10 in the Annual Governance and Accountability Return from 2025/26. Designed to cut through complexity and empower parish and town councils of all sizes, the new Data Protection Roadmap marks a significant step in supporting the sector's governance, professionalism, and commitment to public trust. The roadmap is packed with practical tools, including checklists, reflective questions, and real-world examples that help councils apply each stage to their own context.

- Barrett Corp Harrington have completed the Major review survey of the Village Cross and Lock up and the reinstatement cost assessment for insurance purposes has increased by £11,000 to £139,000 excluding VAT

26.43 To receive a report of the financial position as at 03 December 2025.

The report was circulated and noted

26.44 To receive a report on the income and expenditure against budget for the period 1 April 2024 to 03 December 2025.

The report was circulated and noted.

26.45 To receive the list of direct debit and standing order payments.

The list was noted.

26.46 To review the risk management policy.

The policy was reviewed and following the removal of the CCTV camera in the office (as this no longer works) under Safety of staff, contractors and visitors to the office it was agreed to **RECOMMEND** to Council that the policy is accepted. The Clerk was asked to speak to the Landlord Deeping St James United Charities, about fitting a ring doorbell to the front of the building

26.47 To consider the draft budget for 2026/27 in preparation for precept setting including consideration of the funding applications from Deepings Sports and Social Club and the Citizens Advice South Lincolnshire not yet agreed by Council

The committee worked through the draft budgets that had been prepared by the Clerk and Councillor Gilbert making changes where required.

ACTION: The Parish Clerk was asked to make the amendments and prepare a revised budget and precept calculation which an extra meeting of the committee (at a date to be agreed) would consider prior to recommending to the Council at the meeting on 20 January 2026

26.48 To receive the draft grant policy.

The committee agreed to **RECOMMEND** to Council that the grant policy, as amended by Councillor Shinkins-Hoppe and the Parish Clerk, was accepted.

26.49 To receive the draft investment policy.

The committee agreed to **RECOMMEND** to Council that the grant policy, as amended by Councillor Shinkins-Hoppe and the Parish Clerk, was accepted.

It was **RESOLVED** to move into closed session in accordance with The Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters

26.50 To receive recently obtained Solicitor's advice & consider a proposal to cover reasonable associated fees.

The committee agreed to **RECOMMEND** to Council that all reasonable costs of the Council and the Clerk are covered by the Parish Council.

26.51 To receive and consider personnel matters

Councillor Gilbert advised that there are several issues that need to be discussed with members of staff and this needed to be arranged and a personnel sub-committee may be required to be called to consider the outcomes.

It was **RESOLVED** to move out of closed session.

26.52 To note the date of the next meeting – 8pm Tuesday 10 February 2026.