Melbourn Parish Council
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MELBOURN PARISH COUNCIL – FINANCE AND GOOD GOVERNANCE COMMITTEE
(District of South Cambridgeshire)

A meeting of the Finance & Good Governance Committee held on Tuesday 21 July 2026, at 7:30pm in the Dickens Room, Community Hub, 30 High Street, Melbourn, SG8 6DZ

Present: Cllrs Alexander, Clark, Hart, Kanagarathnam (Chair),
Absent:
In attendance: Abigail Williams (Clerk), Shelley Coulman (RFO)

FINANCE & GOOD GOVERNANCE COMMITTEE: MINUTES

Meeting started 19:30

FG001/2627 **To receive nominations and elect a Chair of the Finance & Good Governance Committee.**
Cllr Kanagarathnam was nominated. There were no other nominations.
It was RESOLVED to elect Cllr Kanagarathnam as Chair of the Finance & Good Governance Committee for the civic year 2026/2027.
Proposed by Cllr Clark, seconded by Cllr Alexander. All in favour.

FG002/2627 **To receive nominations and elect a Vice Chair of the Finance & Good Governance Committee.**
Item deferred to next meeting to allow nomination of Cllr not in attendance.

FG003/2627 **To receive and approve apologies for absence.**
Apologies were received from Cllrs Campbell and Cowley with acceptable reasons given.
It was RESOLVED to accept apologies from Cllrs Campbell and Cowley.
Proposed by Cllr Hart, seconded by Cllr Clark. All in favour.

FG004/2627 **To receive any Declarations of Interest and Dispensations.**
Members are reminded that they are required to ensure their Declaration is updated within 28 days of any change in circumstances.
a) To receive declarations of interest from councillors on items on the agenda
b) To receive written requests for dispensations for disclosable pecuniary interests (if any)
c) To grant any requests for dispensation as appropriate
None received.

FG005/2627 **Public Participation:** (For up to 15 minutes members of the public may contribute their views and comments and questions to the Parish Council – 3 minutes per item). Written responses to questions raised will be made by the Parish Office within 14 days of the date of this meeting.
One member of the public present (observing).

FG006/2627 **To report back and approve the minutes of the Finance & Good Governance Committee meeting held on 21 April 2026.**
It was RESOLVED to approve the minutes of the Finance and Good Governance Committee Meeting held on the 21 April 2026 as an accurate record.
Proposed by Cllr Clark, seconded by Cllr Hart. All in favour.

FG007/2627 **To review the Timetable for Recurring Agenda items.**
Timetable noted.

FG008/2627 **To note VAT return / refund.**
It was noted that the July 2026 claim of £6,439.72 had been received 14 July 2026.

FG009/2627 **To receive an update on reserves and s106 monies.**
RFO provided a review of current financial position of reserves, s106 funding, income and investment opportunities. It was noted that reserves held under asset management and deferred expenditure should be reviewed, spent as planned or reallocated. S106 funding should be reviewed and spend allocated to relevant projects before listed expiry dates. It was noted that the Futures Group would be looking at possible projects and report back to Full Council. ACTION: Reserves review to be added to Full Council agenda.

FG010/2627 **To review and consider allotment fees.**

Signed…… Date……

Comparison was made against other local allotment sites, consideration taken for rising upkeep costs. ACTION: Information requested as to required increase to accommodate highly increased water costs, ensuring profit remains comparable to previous years.

FG011/2627 To review and consider pavilion hire and match fees.

Comparison was made against other football pitches and pavilions, consideration taken for rising upkeep costs.

It was RESOLVED to recommend to Full Council an increase of £5 to pitch hire fees (increase to £50), pavilion hire costs to remain the same at this time.

Proposed by Cllr Clark, seconded by Cllr Hart. All in favour.

FG012/2627 To consider the engagement of an external investment consultant.

RFO requested support to investigate the use of an external investment consultant to ensure savings investments were being maximised.
It was RESOLVED to allow the RFO to investigate engagement and report back to Full Council.
Proposed by Cllr Clark, seconded by Cllr Hart. All in favour.

FG013/2627 To discuss future of grant funding.

Communication between Melbourn Parish Council and Melbourn Solar ongoing. River Mel Solar (new solar farm) engaged in initial talks. Melbourn Parish Council to follow up on discussions.
ACTION: RFO to investigate impact on precept of building reserve for Community Benefit Fund.
ACTION: Office to continue communication with solar farms and look for further opportunities.

FG014/2627 Policies

a) To consider recommending approval of updates to the NALC Model Financial Regulations.

It was RESOLVED to recommend to Full Council to accept the updates to the NALC Model Financial Regulations.
Proposed by Cllr Clark, seconded by Cllr Alexander. All in favour.

b) To consider recommending approval and adoption of Scheme of Delegation to Full Council.

It was RESOLVED to recommend to Full Council to approve and adopt the Scheme of Delegation.
Proposed by Cllr Hart, seconded by Cllr Clark. All in favour.

FG015/2627 To note the date of the next Finance & Good Governance Committee Meeting is Tuesday 3 November 2026.

The date of the next Finance & Good Governance Committee Meeting was noted as Tuesday 3 November 2026.

Meeting closed 20:31

Signed…… Date……