

MINSTER PARISH COUNCIL

POLICY & FINANCE COMMITTEE

**Minutes of the Committee meeting held on Wednesday 17th December 2025
At the John Spanton Sports Pavilion, St. Mildreds Road, Minster at 10.50 am.**

Present: Councillors Quittenden, Dr. Jones, Fordyce, Crow-Brown.

In Attendance: Kyla Lamb (Clerk/RFO), Clare Wilsdon (Assistant Clerk)

264. APOLOGIES

None.

265. MEMBERS' INTERESTS

There were no declaration of interests registered.

266. MINUTES

RESOLVED: that the minutes of the meeting held on 28th May 2025 be approved and signed by the Chairman.

267. FEES & CHARGES 2026/27

Members considered the proposed increase in fees. The Clerk reported that the cemetery fees for Thanet District Council have not yet been considered by Thanet District council and suggested that this should be deferred for review at the February or March 2026 council meeting.

RECOMMENDED: That the fees and charges be set at the levels contained within the report attached to the minutes, and that the cemetery fees increase be considered at the February or March Meeting when consideration can be given to the fees set by Thanet District Council.

268. BUDGET PROCESS 2026/27

RECOMMENDED: (i) That the staff's salaries be increased as per the budget; and (ii) that Council approves the amended draft budget, and to request from TDC a Precept sum of £131,831 for the year 2026/27 with a budget of £256,856, this would give an Increase of £3.15 pence per annum which represents an annual charge of £88.65 pence (£85.50 2025/26) or 3.68% increase per annum on a band D property.

268. POLICY REVIEW

Members reviewed the policies as follows

Complaint procedure policy

Disciplinary Policy

Grievance procedure policy

RECOMMENDED to Full Council that the above polices are satisfactory and to be adopted with no amendments.

Chairman of the Committee

Meeting closed at 11.05 a.m.