Parish Office
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Rudgwick
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Date: 30th October 2026

Finance and Scrutiny Committee Meeting

Members of the Committee you are duly summoned to a meeting of the Parish Council that will take place On Friday 6th November 2026 at the Rudgwick Hall, Bucks Green at 14.00
Members of the public have a right and are welcome to attend the meeting as observers.

Councillors:

P Kornycky (Chairman)
D Buckley
S Kornycky
I Maclachlan
D Palmer
S Torn (Vice Chairman)

Sarah Hall

Mrs S Hall
Assistant Clerk to Rudgwick Parish Council

AGENDA

To be read in conjunction with Clerk's Report for further background information.

FSC 001-26/27	**Apologies for Absence** To receive for approval.
FSC 002-26/27	**Declarations of Interest** To receive any declarations of interest by councillors on any matters to be considered at the meeting and notifications of changes to members' Register of Interests. Any clarification on whether a Member has an interest should be sought before attending the meeting.
FSC 003-26/27	**Minutes of Finance, Policies and Human Resources Committee Meeting of 25th November 2025.** To receive for approval**.**
FSC 004-26/27	**Public Speaking Session** (for noting only) The meeting will be adjourned for up to 10 minutes to allow members of the public to make a statement or give a view on any item on the agenda. Each speaker is limited to two minutes.
FSC 005-26/27	**Clerk's announcements/decisions/ Correspondence Update** • **Update on Little Street Sub-lease**

FSC 006-26/27	**Review of 2025/26 Revenue Result and Adequacy of General & Capital Reserves** • **Review Year End Results at 31.03.2026 and agree General Reserve Surplus** • **Review EMRs at mid current year** • **Review Developer Contributions (S106 & CIL)** • **Review Business Plan Project List** • **Agree Transfers from General Reserve to EMRs (Capital)** To receive, review and agree.
FSC 007-26/27	**Partially Exempt VAT reclaim analysis for year ended 31.03.2026** • **Consider any future changes needed** To receive, review and agree.
FSC 008-26/27	**Financial Regulations** • **Review Financial Regulations** • **Consider increasing the threshold for formal tender contracts to at least £50,000.** To receive, review and agree.
FSC 009-26/27	**Finance and Scrutiny Committee Terms of Reference** • **Review Finance and Scrutiny Committee Terms of Reference.** • **Consider adding scrutiny of any new or renewed contract of a value greater than £5k per annum.** To receive, review and agree.
FSC 010-26/27	**Rudgwick Parish Council Property Leases and Licences** • **Little Street** • Contractual Term 15 years from 14th November 2018 • First review 14th November 2023 • **NEXT Lease Review date 14th November 2028** • **Tennis Club** • Contractual Term 30 years from 1st July 2017 • First review date 1st July 2023 (6 years after commencement) and every five years thereafter. • **NEXT Lease review date 1st July 2028** • **Cricket Pitch** • Contractual Term 10 years from 10th October 2023 • **Licence review date 10th October 2033** • **Football Club** • Contractual Term 10 years from 1st June 2021 • **Licence review date 1st June 2031** • **Orchard Wellbeing (Surrey Fitness)** • Contractual Term – Rolling agreement from August 2026 (60 day notice period) • **Hirer Agreement – rolling agreement** • (new agreement for Orchard Wellbeing when sub-lease is finalized) • **Rudgwick Youth Club** • Contractual Term commencing 26th November 2008 and 27th November 2013 • Break clause 27th November 2013 – thereafter 3 calendar months notice

	• The latest active lease is dated 27th November 2013 and was stated to cover a period of five years (until 27th November 2018). • Revised lease not required. • **Lease has been extended FC187 22/23 with a next review date of 31/12/2028** To receive, review and note.
FSC 011-26/27	**Staffing and Human Resources** To receive, review and agree.
FSC 012-26/27	**Date of next meeting: Date to be advised**

Filming of Parish Council Meetings and use of social media

During this meeting the public are allowed to film the Council or to use social media, providing it does not disrupt the meeting. You are encouraged to let the Clerk know in advance if you wish to film. Mobile devices/ Amazon Alexa devices should be switched to silent/ off for the duration of the meeting. The Parish Council will be recording the meeting, members of the public should be aware that being present at a meeting of the Council or one of its Committees or Sub-Committees will be deemed as a person having given consent to being recorded (photographed, film or audio recording), at the meeting by any person present.

RUDGWICK PARISH COUNCIL

Finance and Scrutiny Committee Meeting on Friday 6th November 2026 at 14.00

Clerk's Report

To be read in conjunction with the Agenda

FSC 001-26/27	**Apologies for Absence** **Recommendation: To receive for approval.**
FSC 002-26/27	**Declarations of Interest** Members are advised to consider the agenda for the meeting and determine in advance if they have a **Personal, Prejudicial or a Disclosable Pecuniary Interest** in any of the agenda items. (Please refer to flow chart provided prior to the meeting). If a Member has a declarable interest, they are reminded that this must be declared at the start of the meeting. Details of the interest will be minuted. Where a Member has a **Prejudicial Interest** (which is not a Disclosable Pecuniary Interest), they are reminded that they must withdraw from the meeting room after making representations/ asking questions. If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must not take part in the discussions of the item at all, participate in any voting and unless the Chairman has given a dispensation, withdraw from the meeting room. Any clarification on whether ***a Member has an interest should be sought before attending the meeting.*** **Recommendation: To receive any Declarations of Interest from Members of the Council and for these to be *noted.***
FSC 003-26/27	**Minutes of Finance, Policies and Human Resources Committee Meeting of 25th November 2025** **Recommendation: to approve minutes of the Finance, Policies and Human Resources Committee Meeting held on 25th November 2025 as an accurate record and for the chairman to sign these.**
FSC 004-26/27	**Public Speaking Session** (for noting only) The meeting will be adjourned for up to 10 minutes to allow members of the public to make a statement or give a view on any item on the agenda. Each speaker is limited to two minutes.
FSC 005-26/27	**Clerk's announcements/decisions/ Correspondence Update** • Update on Little Street Sub-lease
FSC 006-26/27	**Review of 2025/26 Revenue Result and Adequacy of General & Capital Reserves** • Review Year End Results at 31.03.2026 and agree General Reserve Surplus. Detailed Income & Expenditure and Summary Income & Expenditure. • Review EMRs at mid current year (22.10.2026) • Review Developer Contributions S106 and CIL Checklist. (S106 28.10.2026 and CIL 16.10.2026). • Review Business Plan Project List (06.11.2026) • Agree Transfers from General Reserve to EMRs (Capital) **Recommendation: To receive, review and examine year end results, EMRs, S106/CIL, Business Plan Project List and transfer from General Reserves to EMRs.**
FSC 007-26/27	**Partially Exempt VAT reclaim analysis for year ended 31.03.2026** • Consider any future changes needed Rialtas VAT Report 31.03.2026 and RPC VAT 2025-26 Correspondence between Cllr P Kornycky and Cllr S Torn **Recommendation: To receive, review and agree and changes needed.**

FSC 008-26/27	**Financial Regulations** • Review Financial Regulations • Consider increasing the threshold for formal tender contracts to at least £50,000. **Recommendation: To receive, review and agree amendments to the Financial Regulations.**
FSC 009-26/27	**Finance and Scrutiny Committee Terms of Reference** • Review Finance and Scrutiny Committee Terms of Reference. • Consider adding scrutiny of any new or renewed contract of a value greater than £5k per annum. **Recommendation: To receive, review and agree amendments to the Finance and Scrutiny Committee Terms of Reference.**
FSC 010-26/27	**Rudgwick Parish Council Property Leases and Licences** • **Little Street** • Contractual Term 15 years from 14th November 2018 • First review 14th November 2023 • **NEXT Lease Review date 14th November 2028** • **Tennis Club** • Contractual Term 30 years from 1st July 2017 • First review date 1st July 2023 (6 years after commencement) and every five years thereafter. • **NEXT Lease review date 1st July 2028** • **Cricket Pitch** • Contractual Term 10 years from 10th October 2023 • **Licence review date 10th October 2033** • **Football Club** • Contractual Term 10 years from 1st June 2021 • **Licence review date 1st June 2031** • **Orchard Wellbeing (Surrey Fitness)** • Contractual Term – Rolling agreement from August 2026 (60 day notice period) • **Hirer Agreement – rolling agreement** • (new agreement for Orchard Wellbeing when sub-lease is finalized) • **Rudgwick Youth Club** • Contractual Term commencing 26th November 2008 and 27th November 2013 • Break clause 27th November 2013 – thereafter 3 calendar months notice • The latest active lease is dated 27th November 2013 and was stated to cover a period of five years (until 27th November 2018). • Revised lease not required. • **Lease has been extended FC187 22/23 with a next review date of 31/12/2028** **Recommendation: To receive, review and note.**
FSC 011-26/27	**Staffing and Human Resources** **Recommendation: To receive, review and agree:** Clerk to circulate confidential information. **Salaries** • NALC Settlement impact - confirmation of overtime budget and financial impacts.

	• Real Living Wage – should consideration be given to the implementation of October 2026 figures from 1st April 2027. What is the real Living Wage? | Living Wage Foundation ***Recommendation: To receive, review and consider the financial implications of the NALC settlement and the increased Real Living Wage.***
FSC 012-26/27	**Date of next meeting: Date to be agreed**