



Birchingdon Parish Council
Finance, Policy and Governance
Committee
Minutes of the meeting held on
9th June 2026 at 6.30pm
At the Parish Office, 2 Albion Road, CT7 9DN

Present:

Cllr Bob Prebble, Chairman of Finance, Policy and Governance
Cllr Marty Boneidol
Cllr Neville Hudson
Cllr John Tiley
Cllr Nick Blankley
Cllr Max Houghton

Jane Bevan – Parish Clerk

2 x members of the public

FPG/2026/01 Apologies for absence

Apologies for absence received from Cllr Houghton and Cllr Fellows

FPG/2026/02 Declarations of Interest

Cllr Tiley declared an interest in item 19 on the agenda – Refurbishment of the Parish Office.

FPG/2026/03 Minutes

The Minutes of the Finance, Policy and Governance meeting held on 7th April 2026 were agreed.

FPG/2026/04 Chairman's Report and Public Participation

The Chairman said his report would be covered in the agenda items.

FPG/2026/05 Election of Vice Chairman.

Cllr Hudson was elected Vice Chairman of the committee.

FPG/2026/06 Pride in Place Impact Fund (PiPIF)

Cllr Blankley provided an overview of the Pride in Place Impact Fund and referred to the business case for a Birchingdon Heritage Trail which had been circulated to members. He said the closing date for submissions was 22nd June 2026 and the results would be announced in the week commencing 6th July 2026. Following discussion it was **agreed** to submit the proposal to TDC.

FPG/2026/07 Rossetti Gardens

The Clerk referred to a document she had circulated to members and provided an overview of Assets of Community Value. The Clerk said that clarification was required from TDC that the Parish Council were eligible to apply for ownership of Rosetti Gardens and that it was a designated open space; and to also ascertain what restrictions there would be in place should the land be sold. The Clerk sought agreement to send a response to TDC and to inform them

Action

Clerk

that the Parish Council wanted to proceed to obtain Rossetti Gardens as an open space. Unanimously Agreed.	Clerk
FPG/2026/08 Live Streaming The Chairman provided an overview of the current situation and confirmed that live streaming was currently limited to Full Council meetings only. Cllr Boneidol was in favour of extending live streaming to all meetings as it would demonstrate transparency. It was proposed to set up a live streaming working group. Following discussion the working group would comprise of Cllrs Boneidol, Tiley, Prebble and Brown. The terms of reference were agreed following a minor amendment, and it was also agreed that the working group would report to the Finance Policy and Governance Committee. Cllr Blankley suggested that the working group should meet and arrange dates with a view to reporting back to the next meeting of the Committee on 18 August 2026 – agreed.	Clerk
FPG/2026/09 Former General Purposes Committee The Chairman said there were three outstanding items from the former General Purposes Committee that required to be re-allocated. The Clerk referred to proposals for a new Parish Council website and said she had previously obtained some quotations for the General Purposes Committee as well as some quotations for digital transformation but there was no further action. The Clerk referred to Resilience planning and said she had recently attended a meeting of the Thanet Area Committee where there was a presentation by the TDC Emergency Planning Officer. The Committee were informed that TDC were the first responders and whilst Town and Parish Councils could maintain their own plans, there was no statutory requirement. Best practice was to ensure business continuity. The Clerk said this would be tested with the Parish Council's forthcoming office refurbishment. The Chairman suggested a working group was set up to review websites and digital transformation. The Clerk said that Cllr Fellows had offered to assist on the websites. Cllr Blankley referred to the website and said as well as identifying a supplier it was important for someone to manage the website and content. He referred to Resilience Planning and said the Committee needed to be mindful there were only 10 volunteer councillors and members needed to know what was required and what they would be committing to. Terms of reference also needed to be updated. It was subsequently agreed that live streaming working party would also include the website and digital transformation references. Recommendations would be made at the next committee meeting on 18th August 2026.	Clerk
FPG/2026/10 St Thomas' Church/ Baptist Church Cllr Blankley provided an update. He said St Thomas' Church would be sold by auction and Kearns Hall would be retained. The green area around the church had been designated by the Local Plan as open space. The Baptist Church in Crescent Road would be retained and the hall in Station Road would be sold. He said a question for the Committee was whether the Parish Council would be interested in any of these sites. Cllr Boneidol said from his knowledge the Baptist hall required a considerable amount of repair work and noted there was a covenant on St Thomas'. Cllr Blankley proposed that the Committee retained an interest only in the Baptist hall and monitor the progress of it's sale - agreed	
FPG/2026/11 Grant Application The Clerk said that Birchington in Bloom (BiB) had submitted a grant application to the Parish Council for £2500 to establish a flower bed on TDC owned land at Minnis Bay. Following discussion, it was agreed to award a grant of £500 on the condition that the project went ahead.	

FPG/2026/12 S106 Funding Cllr Blankley provided an overview. He said that in 2020 new legislation required district council's to produce an annual statement called the infrastructure funding statement. This was a public report to demonstrate transparency. It showed how much money had been derived from Section 106's agreements; how much had been received; how much had been spent; and how much commitment has been brought in each year. TDC had published statements for three years 2019/20, 2020/21, and 2021/22. There had been no statements since. Cllr Blankley said this had been raised at TDC and at the Town and Parish Council Forum meetings. For the three years of statements that had been published there had been £14.5 million secured; £4.3 million received, and £1.5 million pounds spent. The Parish Council had written to Ian Livingstone, TDC Planning Applications Manager, to ask about the methodology that TDC used to determine section 106 funds and which ones were relevant, and which one's were not. In his response Ian Livingstone assured that there was methodology that was lawful and evidence based. The Parish Council requested further details but there had been no further response. Cllr Blankley said he submitted a Freedom of Information request to TDC in his personal capacity asking for the same information. The response to that was that there was no methodology. A further request was sent to a senior TDC officer. The response was that there was no methodology but there was a process of assessments and reviews. Cllr Blankley said he had now referred the responses to the Information Commissioner's Office for investigation.	Cllr Blankley
FPG/2026/13 CCTV System and Parish Office Fire Alarm System The Clerk provided an update. She said there were issues with the CCTV attached to the Seaview Hotel which were affecting 4 cameras. The Parish Council's CCTV provider had recently undertaken a survey and recommended the recorder for those affected e cameras to be replaced. The Clerk also reported issues with the power supply to the Albion Road Car Park CCTV and were awaiting UK Power Networks to repair the underground cabling to the streetlight. It was agreed to request an upgrade to repair the equipment at the Seaview Hotel. It was also agreed for the Clerk to obtain 3 quotations for a system upgrade.	Clerk
FPG/2026/14 Red Telephone Box in The Square The Clerk reported that The Parish Council had obtained the red telephone box in The Square from BT for £1.00. Following some minor cosmetic works, the telephone box would house the bleed kit which had been donated to the Parish Council by Westgate and Birchington Inner Wheel.	Clerk
FPG/2026/15 Parish Council Policies The Clerk said that Cllr Boneidol had raised a number of queries on the wording contained in BPC policies and a resident had contacted the Clerk to raise concerns on outdated language used in the policies. Cllr Blankley propose that the Clerk set up a review group with the aim of updating policies where required by the Annual Meeting in May 2027 – agreed.	Clerk
FPG/2026/16 Finance/RFO Update The Clerk referred to the Internal Auditor's report for 2025/26. She said that overall it was a positive report however the Auditor did record two observations (i) That the actual budget precept figure was not recorded in the minutes and (ii) the previous external audit was not recorded in the minutes. The Clerk added that because the Parish Council's annual turnover for the past two years was in excess of £200,000, the Parish Council would have to move to an income and expenditure accounting method going forward. The Clerk said an Extraordinary meeting of the Full Council had to be held to confirm sections one and two of the AGAR. The Clerk proposed 23 June 2026 for the meeting – agreed.	Clerk

FPG/2026/17 Clerks Correspondence None FPG/2026/18 EXCLUSION OF PRESS AND PUBLIC The Committee is requested to pass a resolution to exclude the Press and Public from the remainder of the meeting pursuant to section 1(2) of the Public Bodies (Admission to Meetings Act) 1960, because of the confidential nature of the business to be transacted. FPG/2026/19 Refurbishment of the Parish Council Office. The Clerk provided an update and said that she and Cllr Tiley had reviewed what was required to upgrade the office accommodation and had drafted a plan which subsequently became the tender document. This was sent to 8 contractors and 4 tenders were received. The tenders were all sealed and the Clerk said she would open them but maintain the anonymity of the contractors by numbering them 1 to 4. The Clerk proceeded to open the tenders. Two of the tenders received were substantially in excess of the Parish Council's refurbishment budget. The remaining two were closer to the budget. Cllr Blankley said each quotation needed to be reviewed so that they were evaluated against the criteria. It was agreed that the Clerk and Chairman of Finance, Policy and Governance would analyse the quotations to ensure consistency of approach and due process. It was agreed to hold an Extraordinary meeting of the Finance, Policy and Governance Committee to discuss the tenders and confirm a recommendation to Full Council on Tuesday, 16 June 2026 at 6.00pm. FPG/2026/20 Removal of foliage at the Memorial Recreation Ground (MRG) The Clerk said the area next to the play park in the MRG had become very overgrown. Three quotations had been received to clear the foliage. The Clerk then read out the quotations. Following discussion, it was unanimously agreed to award the contract to Ground Tech who had submitted the lowest quotation of £1984. FPG/2026/21 Time and time of next meeting Tuesday, 18th August 2026 at 6.30pm in the Parish Council Office. Signed by the Committee Chairman Cllr Bob Prebble Date: 29 June 2026	Clerk Clerk
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