

# Burwash Parish Council

## Finance & Administration Committee

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Minutes of the Burwash Parish Council Finance & Administration Committee meeting held at 19.00 on Tuesday 28<sup>th</sup> April 2026 at the Parish Rooms in Burwash.

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**Members Present:** Cllr. R. Franklin (Chair), Cllr. K. Lloyd, Cllr. L. Elmslie and Cllr. B. Bridgmount.

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**Also Present:** Cllr. K. Kenny and Cllr. A Newson.

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The meeting opened at 19.02.

No members of the public were present.

**1. Public Time.**

No public present.

**2. Apologies for Absence.**

None received.

**3. Disclosures of Interest.**

Cllrs Newson & Kenny declared they were members of Wild About Burwash.

Cllr. Elmslie declared that she was a committee member for Burwash Common & Weald Playing Fields Association.

Cllr. Lloyd declared that he was church warden for St Philips Church and a trustee of Burwash Scout Group.

All groups above have been recipients of parish council grants in the past.

**4. Grant Application Form Review.**

Councillors and attendees discussed changes to the grant application form.

Cllr. Lloyd proposed that the grant process remained monthly. Cllr. Elmslie seconded the motion.

Councillors **RESOLVED** to keep the current monthly application process as part of the grant process.

Councillors **RESOLVED** to include amendments noted in red on the grant application form. ([Appendix A](#)).

Councillors **RESOLVED** to request that Full Council discuss and decide on whether the grants to the church remain as applied for grants or become automatic annual donations and whether Christ The King should be included. Clerk to place on the May Full Council agenda.

**5. Financial Planning.**

Councillors **RESOLVED** to close of the CCLA Investment Fund due to the protection limits not applying.

Councillors **RESOLVED** to recommend opening a local Council 160-day deposit account with Hinkley & Rugby and transfer £120k into this account. Clerk to action.

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Councillors **RESOLVED** to review in September 2026 when the next precept and CiL payments are due and the start of the budgeting process takes place.

**6. Information for noting or including on a future agenda.**

- i. Investment strategy development.
- ii. Business plan review.

**7. Date of next meeting.**

Tuesday 1<sup>st</sup> September 2026.

The meeting closed at 20.05.

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Cllr. Robert Franklin  
Chair Finance & Administration Committee