

**Shafton Parish Council**  
**Finance and General Purposes Committee.**



**Shafton Community Centre.**

**Monday 08 December 2025 6pm**

**Minutes**

**Present** Cllr Ruth Booker (Chair), Cllr Janice Giles Cllr Barry Lee, Cllr D Hall, and P. Makinson, (Clerk)

Cllr Ruth Booker chaired the meeting.

**404. Welcome and introductions**

The Chair welcomed everyone to the meeting.

**405. Apologies for absences.**

Cllr Jim Johnson Cllr Stepen Ellis

**Absent**

Cllr Linda Knight. Cllr Jordan Gray

**406. Declaration of pecuniary or non-pecuniary interest.**

Non

**407. Minutes of the previous meeting**

The minutes of the previous meeting held at the Community Centre on **Monday 10 November 2025** 6pm were read.

**408. Matters arising from the minutes of the meeting Monday 10 November 2025**

**402.01 Allotments**

Plot number 9 had been sent email regarding dumping

Moved to public meeting

**Agreed**

**409. Ratification of the minutes of the meeting Monday 10 November 2025**

The minutes of the previous meeting were agreed.

**410. Accounts for payment**

Direct 365 Fire risk assessment £358.80 inc.vat

T&D Contractors Rolling and Spiking playing fields £180.00 inc.vat  
Re imburse Cllr Ruth Booker £100.00 for Gift card

**Agreed**

**411. To receive and note the monthly statement of accounts.**

The Clerk presented the following statements of accounts to the meeting:

- August Bank Statement 01/10/25 to 31/10/25
- Financial Summary 01/04/25 to 31/10/25
- Bank Account Reconciled Statement 01/10/25 to 31/10/25.
- Expenditure Transactions paid between 01/10/25 to 31/10/25.

**Financial summary of receipts and payments between 01/04/25 and 30/11/25**

- The opening balance as of the 1st of April 2025 was £40,500.58
- The total receipts £81,281.31
- The total payments £71,181.11
- Giving a closing balance of:
  - Instant access £478.71
  - Direct Plus account of £50,122.07
  - **Total £50600.78**

**Agreed and noted.**

**411. Items for Decision/ recommendations to the council/business matters**

**411.01 Community center hirers**

Contact both hirers to arrange a meeting to sort out any problems

**Agreed**

#### **411.02 Edge IT training**

It was proposed that the Parish should pay for three hours of one-to-one Edge IT training @£85 per hour for the new clerk if required.

**Agreed**

#### **411.03 Community Centre Fire Audit /Risk Assessment**

Fire risk assessment completed awaiting result and recommendations

#### **411.04 Installation Christmas motif Lamp post lights**

Christmas lights installation completed

**Agreed**

#### **411.05 Christmas Tree Switch on event**

**This was a success and well attended**

**Agreed**

#### **413.00 Correspondence.**

Letter from Charity Commission regarding the Shafton Recreation and Pleasure Ground re a removal from the charity commission this to be followed up

**413.01 Community centre**

Both hirers to be contacted to arrange a meeting to discuss hiring during school holidays and any other problems

**413.02 Broken Walkway outside 7 Dog Hill**

Moved to public meeting

**414.0. Any other business.**

**Clerk requested that all non- finance matters be moved to public meeting**  
**Unless needs urgent action**

**Agreed**

**414.01 Speeding Issues**

Moved to public meeting

**414.02 Bowling green**

Moved to public meeting

**414.03 Community Centre Park Gates**

To check with Adele regarding opening gates and what time she arrives Clerk to lock at night if this can be arranged

Moved to public meeting

**Agreed**

**414.04 Community Centre Hire Agreement**

Cllr Steve Ellis asked if the Community Centre Hire Agreements had been renewed as this should be done every year. The Clerk stated they had not been renewed, and an item should be put on a future agenda for discussion.

**414.05 Community Centre Animal visits**

The councillors agreed that animal visits will not be allowed

**414.06 Allotments CCTV**

Moved to public meeting

**Agreed**

**415.00. Date and time of next meetings:**

**Finance and General Purposes Committee meeting 6pm Monday 12 January 2026**

Meeting closed 7 pm