



# Medstead Parish Council

## Minutes of the F&GP Committee Meeting – 2<sup>nd</sup> October 2025, 7.30pm

**Present:** Cllrs. Mike Smith, Frank Maloney, Phil Quinlan, Mark Brayford

**Also in attendance:** Julie Russell (Parish Clerk)

	<b>ACTION</b>
<b>26.01 OPEN SESSION</b> No items raised	
<b>26.02 APOLOGIES FOR ABSENCE</b> No apologies for absence	
<b>26.03 DECLARATION OF INTEREST</b> None declared	
<b>26.04 MINUTES</b> Councillors <b>resolved</b> to approve the minutes of the F&GP meeting held on the 22 <sup>nd</sup> October 2025 and they were signed.	
<b>26.05 REVIEW OF EXPENDITURE AGAINST THE BUDGET</b> Councillors reviewed expenditure against the budget up to the end of January and were happy with the situation.	
<b>26.06 REVIEW OF POLICIES</b> Councillors approved the following policies: a. Business Continuity b. Reserves c. Gifts and Hospitality For the Business Continuity Policy, it was agreed to include the key contact numbers from the policy on illegal and unauthorised encampments.	
<b>26.07 WEBSITE TESTING AGAINST WEB CONTENT ACCESSIBILITY STANDARD 2.2AA</b> Councillors agreed to spend £150 for Vision ICT to test the website again WCAG2.2AA.	
<b>26.08 EXPENDITURE ON COMPUTING ADVICE REGARDING OUR IT POLICY</b> The Clerk raised the possibility of needing to pay for advice on virus protection, encryption and other cyber security measures for the laptop, or for any software required. The Council agreed expenditure up to £150, as needed.	
<b>26.09 PURCHASE OF A PRINTER FOR THE PARISH OFFICE</b> The Clerk had looked into printer options for the parish office, but it was decided more time was need to make the right purchase decision so it was deferred to a future meeting.	
<b>26.10 BUSINESS RATES FOR THE PAVILION</b> The clerk informed the Council that the latest bill was zero, with full business rates relief, but she believed that this situation may change.	
<b>26.11 DATE OF NEXT MEETING</b> The next meeting was confirmed as 25 <sup>th</sup> March 2026.	

There were no further matters to discuss and the meeting was closed at 8.30pm.

**Signed Chairman** .....

**Date**.....

