

# FINANCE AND PROJECTS COMMITTEE AGENDA

For a Meeting to be held at 7.30p.m on  
Tuesday 04th March 2025

At Champions Manor Hall Community Centre

**Membership:**

Councillor O'Brien (Chair)  
Councillor Eley (Vice Chair)

Councillor Thompson  
Councillor Shearring  
Councillor Perham Lake  
Councillor Crosbie

Councillor Wilson  
Councillor Humphrey  
Councillor Kelly  
Councillor Piesse

Councillor Massey  
Councillor Bentley  
Councillor Price

***Local Residents are welcome to attend this meeting. At the meeting, your elected Councillors will take decisions affecting YOU, the Community, and the Town. The public may participate for up to 15 minutes for this purpose. If you have any queries, please telephone the Town Clerk on 01245 321817. Please join us.***



**Karen Atkins**  
**South Woodham Ferrers Town Clerk**  
**26th February 2025**

**1. Apologies for absence**

To RECEIVE and ACCEPT any apologies for absence.

**2. Dispensation considerations**

To consider any dispensations, as required. Standing Order 12. Dispensation requests shall be in writing and submitted to the Town Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.

**3. Declarations of Interest**

Any Member declaring an interest is asked to state whether this is a pecuniary, registerable, or non-registerable interest. Clarification, if required, can be sought prior to the meeting with the Chair or the Town Clerk.

#### **4. Confirmation of Minutes**

To **APPROVE** the minutes of the meeting held on 03rd December 2024 as a true record of the meeting.

#### **5. Public Questions**

In accordance with Standing Order 3.e to allow up to 15 minutes for members of the public to make representations, answer questions and give evidence in respect of any item covered by the Committees Terms of Reference. At the close of this item members of the public will no longer be permitted to address the Committee; Members with pecuniary interests will also not be permitted to speak, address the Committee on those interests and must leave the meeting when the item in relation to their interest is being discussed.

#### **6. Financial Matters**

**a** to receive the budgetary position for this Committee and Champions Manor Hall as of 26<sup>th</sup> February 2025 attached to agenda.

**b** to receive and note the Council's bank balances as of 31<sup>st</sup> January 2025

- Unity Current Account £37,146.55
- Unity Instant Access Savings £377,666.70
- Santander Deposit Account £300,617.62
  
- The financial transactions for November 2024, December 2024 and January 2025 are attached to the agenda.

#### **7. Items to Note**

- The upgrade to the Intruder System and replacement camera in the MPR room has been completed with Hewes for the 2/3rd of January 2025.
- Application has been accepted by Scottish Power for the Solar Panel and is currently being processed.
- The Internal audit dates have been booked for 15/16<sup>th</sup> May 2025 with Mr David Buckett.
- The second half yearly invoice has been paid for locking /unlocking gates at the Garden of Remembrance from 1<sup>st</sup> October -31<sup>st</sup> March 2025 £2,471.93 excl VAT.
- The repairs to two Village Hall cameras have been booked awaiting date at a cost of £967.64. Parts £609.02, labour £237.50 and plant hire £121.12.

#### **8. Financial Regulations**

Committee to review the Financial Regulations for 2025/26. Recommendation and approval to Council on 18<sup>th</sup> March 2025.

#### **9. Champions Manor Hall Conversion**

Council to consider the selection process for the conversion at Champions Manor Hall for recommendation to Council on the 18th March 2025. Information to be circulated at the meeting.

#### **10. Grant Applications**

Committee to consider the attached grant applications. Committee to note the budget remaining 2024/25 for £4,437.00.

- SWF Yacht Club
- SWF Inner Wheel Hall Hire Grant.
- Friends of Trinity St Mary's Primary School

**11. Report to Council**

To agree items for report to the next Council meeting on the 18th of March 2025.

**12. Media Contact**

To consider whether any items on this Agenda warrant a Media release, and, if so, to agree a Councillor to comment if applicable.

**13. Future Meeting Dates**

The next meeting of the Finance & Projects Committee will be on 08th April 2025.

**Any member who is unable to attend the meeting should send their apologies and reason to the Town Clerk prior to the meeting.**