SOUTH WOODHAM FERRERS TOWN COUNCIL

FINANCE AND PROJECTS COMMITTEE AGENDA

For a Meeting to be held at 7.30p.m. on Tuesday 13th October 2026

At Champions Manor Hall Community Centre

Membership:

Councillor Thompson (Chair)
Councillor Eley (Vice Chair)

Councillor Shearring	Councillor Wilson	Councillor Massey
Councillor Crosbie	Councillor Roberts	Councillor Bentley
Councillor Price	Councillor Kelly	Councillor Cash

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.

KAtkins

Karen Atkins
South Woodham Ferrers Town Clerk
7th October 2026

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**
   In accordance with the Localism Act 2011, s.31 members are required to disclose any Disclosable Pecuniary Interest (DPI) and any other registerable or non-registerable interest in items on the agenda.

4. Confirmation of Minutes

To **APPROVE** the minutes of the meeting held on 2 June 2026 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 Committee's Terms of Reference.

At the close of public participation, members of the public may not speak further unless invited by the Chair.

Members declaring a Disclosable Pecuniary Interest must not participate in discussions or vote on the matter and withdraw from the meeting whilst the item is considered.

6. Financial Matters

a to receive the budgetary position for this Committee and Champions Manor Hall as of 7 October 2026.

b to receive and note the Council's bank balances as of 6 October 2026

- Unity Current Account £42,202.39
- Unity Instant Access Savings £671,327.43
- Santander Deposit Account £311,650.83

c to receive the list of financial transactions for May - September 2026.

d in accordance with financial regulations 2.6, Councillor Price verified the bank reconciliations for June & September, 2026.

e the second instalment of the towns precept £234,040.00 was received on 25th September 2026 into our Unity Trust account.

f The Public Work loan repayment will be debited on 30/10/26 for £8,744.00

7. Grants 2026-27

Committee to consider the grant application forms attached with agenda. Grant budget 2026/27 available £7,906.00.

8. Items to Note

- The Smart Export Application is still being processed by British Gas at a tariff rate of 12p. Awaiting installation date for a new electricity meter at Champions Manor Hall.
  A payment of £287.58 from Scottish Power for the period 30 April 2026 to 27 July 2026 has been received on 17/8/2026. Total solar income for 2026/27 is £603.84.
- Planning & Environment committee approved Fen Bridge repairs by Farm & Country Fencing for £4,986.00 - £ £3,277.95 allocated from S106 monies and the remaining funds to be allocated from budget code 4720 Fen Maintenance.
- Champions Manor Film Club - Further to sponsorship requests for 2026/27 and Paul J King Funeral Directors donation of £100.00, Mister Gees Foundation have also now kindly donated £200.00

- Community Volunteer Lunch held on 19/9/2026 was funded from the civic budget for a total of £500.03.
- Zurich have included the artificial Christmas Tree cover on our current insurance policy. No additional premium for the cover for 2026.
- The annual transfer to EMR 320 Bowling Green Replacement has been completed 1/10/2026 for £3,500.00 minute ref C25-155.
- The NHS In Health Service will be hiring for two full days every week from November 2026.
- The Clerk authorised a payment of £325.00 plus VAT to Ahead4 for a reconditioned PC, upgraded to Windows 11 Professional, to address security risks and ensure the office's IT equipment remains secure.

9. Play Area Project at the Village Hall

Committee to receive an update from the Town Clerk.

10. External Audit 2025-2026

To **NOTE** the completed External Audit has been returned from PKF Littlejohn with no matters arising and no recommendations. Information is available on the website. Signed off audit will be reported to Council on the 20th of October 2026.

11. Report to Council

To agree items for report to the next Council meeting on the 20 October 2026.

12. Media Contact

To consider whether any items on this Agenda warrant a Media release

13. Future Meeting Dates

The next meeting of the Finance & Projects Committee will be on 10 November 2026.

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