SOUTH WOODHAM FERRERS TOWN COUNCIL

FINANCE AND PROJECTS COMMITTEE AGENDA

For a Meeting to be held at 7.30p.m. on Tuesday 10th November 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
4th November 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 13th October 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 4th November 2026.

b to receive and note the Council's bank balances as of 4th November 2026

- Unity Current Account £47,008.33
- Unity Instant Access Savings £601,327.43
- Santander Deposit Account £312,093.97

c to receive the list of financial transactions for October 2026.

7. Items to Note

- The Internal audit was completed on 4th November 2026 by an independent auditor.
- The maintenance and management of the Garden of Remembrance will be undertaken at a cost of £300.00 plus VAT.
- A replacement hand dryer in the disabled toilet at CMH at a cost of £148.67 plus VAT. The filters in the remaining six hand dryers will be replaced £132.50 plus VAT.

8. Committee Projects 2027/28

Committee to consider future projects for all committees. Report sent prior to meeting.

- Planning & Environment Committee
- Events Community & Leisure Committee
- Finance & Projects Committee

9. Review of Reserves/Earmarked Reserves

Committee to review Town Council Reserves.

10. Budget 2027-28

To consider the draft budget for all committees 2027-28. Information circulated prior to the meeting.

11. Report to Council

To agree items for report to the next Council meeting on the 17th November 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 1st December 2026.

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