

**SOUTH WOODHAM FERRERS TOWN COUNCIL
FINANCE & PROJECTS COMMITTEE**

MINUTES of a Meeting held at Champions Manor Hall on
Tuesday 04th March 2025 at 7.30pm

Present

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

Councillor Thompson	Councillor Massey	Councillor Piesse
Councillor Price	Councillor Kelly	Councillor Shearring
Councillor Perham Lake	Councillor Bentley	Councillor Wilson

In attendance: Town Clerk and three members of public

FP25-68 Apologies for absence

No apologies for absence received.

Absent Councillor Humphrey
Councillor Crosbie

FP25-69 Dispensation Considerations

No dispensation considerations received.

FP25-70 Declarations of Interest

Councillor Shearring declared a non-registerable interest on Agenda item 10 grant application SWF Yacht Club.

Councillor Eley & Perham Lake declared a non-registerable interest in Agenda item 10 grant application Inner Wheel.

FP25-71 Confirmation of Minutes

Minutes of the Finance & Projects meeting held on 03rd of December 2024 were **APPROVED** as a true record and signed by the Chair.

Proposed: Councillor Piesse

Seconded: Councillor Kelly

Vote: All in favour

FP25-72 Public Questions

The SWF Inner Wheel gave a verbal update regarding the grant request.

FP25-73 Financial Matters

The following Items were **NOTED**.

a the budgetary position for this Committee and Champions Manor Hall at 26th of February 2025.

b the Council's bank balances as of 31st of January 2025.

- Unity Current Account £37,146.55
- Unity Instant Access Savings £377,666.70
- Santander Deposit Account £300,617.62

FP25-74 Items Noted

- The upgrade to the Intruder System and replacement camera in the MPR room has been completed with Hewes on 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 15/16th May 2025 with Mr David Buckett.
- The second half yearly invoice has been paid for locking /unlocking gates at the Garden of Remembrance from 1st October -31st 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.

FP25-75 Financial Regulations

Committee discussed the review of the Financial Regulations for 2025/26. **Proposal:** To set up a working Party to review the Financial Regulations and report to Council on 13th May 2025.

Proposed: Councillor O Brien

Seconded: Councillor Shearring

1 Abstain

Vote: Carried

FP25-76 Champions Manor Hall Conversion

Councillor D Eley requested a recorded vote for this agenda item.

Council to consider the selection process for the conversion at Champions Manor Hall and discussed the redacted tenders received.

Proposal: To produce a business case with input from the Bowls Club and current market rates and present to the Finance & Projects Committee on the 8th of April 2025.

Proposed: Councillor O Brien

Seconded: Councillor Price

Vote: All in Favour

Councillors O Brien, Eley, Thompson, Price, Kelly, Massey, Piesse, Shearring, Perham Lake, Bentley & Wilson

Proposal: To exclude Tender 1 and Tender 4 due to a low credit score indicating high risk.

Proposed: Councillor Massey

Seconded: Councillor Price

Vote: Carried

2 Abstain

Proposal: The Champions Manor Conversion Working Party to compare the remaining three tenders like for like and present the same specification to the Finance & Projects meeting on the 8th of April 2025.

Proposed: Councillor O Brien

Seconded: Councillor Shearring

Vote: Carried

1 Abstain

FP25-77 Grants 2024-25

Proposal: To agree the grant request from SWF Yacht Club for £300.00 to cover costs to run a 50th Anniversary of SWF Yacht Club event for the community.

Proposed: Councillor Thompson

Seconded: Councillor Eley

Vote: Carried

1 Abstain

Proposal: To agree the grant request from SWF Inner Wheel for £688.50 for two days Hall Hire at Champions Manor Hall for the Art & Craft yearly event in 2025.

Proposed: Councillor Bentley

Seconded: Councillor Kelly

Vote: All in Favour

Two members of public left the meeting 8.28pm

Proposal: To agree the grant request from Friends of Trinity St Mary's Primary School for £3,000.00 for the purchase of sixteen new laptops.

Proposed: Councillor O'Brien

Seconded: Councillor Massey

Vote: Not Carried

10 Against

1 Abstain

FP25-78 Report to Council

- Grants Awarded February 2025.

FP25-79 Media Coverage

No media coverage.

FP25-80 Next Meeting

The next meeting of the Finance & Projects Committee will be on 8th April 2025 at 7.30pm.

There being no further business to discuss, the Chairman closed the meeting at 8.46pm.

Signed.....
Chair of the Meeting

Date: 8th April 2025