

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

**MINUTES** of a Meeting held at Champions Manor Hall on  
Tuesday 3rd March 2026 at 7.30pm

**Present**

Councillor Thompson (Chair)  
Councillor Eley (Vice Chair)

Councillor Bentley  
Councillor Price

Councillor Massey  
Councillor Shearring

Councillor Wilson  
Councillor Crosbie

**In attendance:** Town Clerk and nine members of the public

**FP25-159 Apologies for absence**

Apologies of absence were received and accepted from Councillor O'Brien

**Absent** Councillor Kelly

**FP25-160 Dispensation Considerations**

No dispensation considerations received.

**FP25-161 Declarations of Interest**

Councillor Bentley declared a non-registrable interest in agenda item 7 Grant for SWF Rugby Club and abstained from voting.

Councillor Eley declared a non-registrable interest in agenda item 7 Grant for SWF Rugby Club and abstained from voting.

Councillor Wilson joined the meeting 7.35pm

**FP25-162 Confirmation of Minutes**

Minutes of the Finance & Projects meeting held on 2nd of December 2025 were **APPROVED** as a true record and signed by the Chair.

**Proposed:** Councillor Bentley

**Seconded:** Councillor Massey

**Vote:** All in favour

**FP25-163 Public Questions**

All members of the public were given an opportunity to speak in relation to Agenda Item 7 Grant Applications.

**FP25-164 Financial Matters**

**Committee Received and NOTED the following:**

**a.** the budgetary position for this Committee and Champions Manor Hall as of 25th February 2026.

**b.** received and noted the Council's bank balances as of 25th February 2026.

- Unity Current Account £23,785.03
- Unity Instant Access Savings £434,238.87
- Santander Deposit Account £308,478.12

c. the financial transactions for February 2026.

**FP25-165** Grant Applications

Committee reviewed four grant applications and two hall hire grant applications.

Members considered an application from Emotionally Healthy Minds for £5,595.00 to provide assemblies, workshops and staff training in schools in South Woodham Ferrers.

**Proposal:** To support the application in full.

**Proposed:** Councillor Wilson

**Seconded:** Councillor Eley

**Resolved:** The proposal was not carried.

**Voting:** For - Two

Against - Four

Abstentions - Two

**Proposal:** To defer consideration of the grant application from Emotionally Healthy Minds until a future Grants Committee meeting in 2026, pending further advice and a restructuring of the application.

**Proposed:** Councillor Crosbie

**Seconded:** Councillor Massey

**Resolved:** The proposal was carried.

**Voting:** For - Five

Against - Two

Abstentions - One

**Proposal:** To approve the grant request from Friends of William De Ferrers School for £500.00 towards new curtains for the Dame Elizebeth Hall.

**Proposed:** Councillor Thompson

**Seconded:** Councillor Eley

**Resolved:** The proposal was carried

**Voting:** All in Favour

**Proposal:** To approve the hall hire grant application from the Inner Wheel for £722.50 for the use of both halls for the two-day Annual Arts & Crafts Fair.

**Proposed:** Councillor Eley

**Seconded:** Councillor Wilson

**Resolved:** The proposal was carried

**Voting:** All in Favour

8.16 pm two members of public left the meeting.

**Proposal:** To approve the grant application from Men's Shed for £3,000.00 request subject to planning permission being approved. The Town Council will discuss contingency arrangements and payment once all conditions are met.

**Proposed:** Councillor Bentley

**Seconded:** Councillor Massey

**Resolved:** The proposal was carried

**Voting:** For - Five  
Against - Three

8.30pm three members of public left the meeting.

**Proposal:** To approve the grant application from South Woodham Ferrers Rugby Club for £1,700.00 towards painting and tiling maintenance works to the pavilion.

**Proposed:** Councillor Bentley

**Seconded:** Councillor Price

**Resolved:** The proposal was carried

**Voting:** For - Six  
Abstentions - Two

8.43pm three members of public left the meeting.

**Proposal:** To approve the hall hire grant application from SWF U3A Group for £94.00 for two two-hour hall hire sessions to show the film National Emergency Briefing. Dates to be confirmed.

**Proposed:** Councillor Eley

**Seconded:** Councillor Thompson

**Resolved:** The proposal was carried

**Voting:** All in Favour

8.46pm one member of public left the meeting

#### **FP25-166 Items to Note**

##### **Committee NOTED-**

- The Internal audit dates have been booked for 14/15<sup>th</sup> May 2026 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 2026 £2,583.17 excl VAT.
- The electricity charges for the MUGA at the SWF Village Hall have been paid 2025/26 £191.65
- Rialtas end of year close has been booked for 22<sup>nd</sup> April 2026.

#### **FP25-167 Financial Regulations**

Committee reviewed the Financial Regulations for 2026/27.

**Proposal:** To recommend the Financial Regulations to Annual Council on the 12<sup>th</sup> May 2026 as presented with no amendments.

**Proposed:** Councillor Thompson

**Seconded:** Councillor Eley

**Resolved:** The proposal was carried

**Voting:** All in favour

#### **FP25-168 Bandstand Maintenance**

Committee considered the expenditure of £3,545.00 for the repainting of the Bandstand by SLR Contractors Ltd, as referenced in Minute ECL -25-204. The works are scheduled week commencing 23/3/2026.

**Proposal:** To approve the Bandstand maintenance and the expenditure from the EMR Bandstand.

**Proposed:** Councillor Crosbie  
**Seconded:** Councillor Massey  
**Resolved:** The proposal was carried  
**Voting:** All in favour

**FP25-169 Town Council Van**

Committee considered the renewal hire agreement for the Town Council Van which expires on 30<sup>th</sup> May 2026.

**Proposal:** To approve the renewal of the agreement for a further twelve months with no price increase.

**Proposed:** Councillor Wilson  
**Seconded:** Councillor Massey  
**Resolved:** The proposal was carried  
**Voting:** All in favour

**FP25-170 Pet Scattering Copse Project**

Committee considered the recommendation from the Planning & Environment Committee (Minute Ref PE-25-392) to proceed with the project following consultation with the public and other stakeholders.

**Proposal:** To support and agree the project.

**Proposed:** Councillor Thompson  
**Seconded:** Councillor Eley  
**Resolved:** The proposal was carried  
**Voting:** All in favour

**Proposal:** The expenditure for the pet scattering Copse to be allocated from the EMR Project Fund.

**Proposed:** Councillor Thompson  
**Seconded:** Councillor Bentley  
**Resolved:** The proposal was carried  
**Voting:** All in favour

**FP25-171 John Cox**

The Committee considered the recommendation from the Planning & Environment Committee (Minute ref PE-25-393) to progress the John Cox project with Quote A for £17,398.00 from Farm and Country.

**Proposal:** To support and approve the project to install a path, car park area, steps and a height restriction barrier.

**Proposed:** Councillor Crosbie  
**Seconded:** Councillor Bentley  
**Resolved:** The proposal was carried  
**Voting:** All in favour

**Proposal:** To allocate the expenditure for the John Cox project from the EMR CiL Monies 395 (£14,841.45) and EMR CiL Monies 2021-2022 (£9,509.32).

**Proposed:** Councillor Thompson  
**Seconded:** Councillor Price  
**Resolved:** The proposal was carried.

**Voting:** All in favour

**FP25-172 Report to Council**

- Grants awarded
- Bandstand Maintenance
- John Cox Project
- Town Council van agreement
- Pet Scattering Copse

**FP25-173 Media Contact**

- John Cox Project
- Bandstand Maintenance
- Grants awarded

**FP25-174 Next Meeting**

The next meeting of the Finance & Projects Committee will be on 7th of April 2026 at 7.30pm.

There being no further business to discuss, the Chairman closed the meeting at 9.10pm.

Signed.....  
Chair of the Meeting

Date: 7th April 2026