

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

MINUTES of a Meeting held at Champions Manor Hall on
Tuesday 7th April 2026 at 7.30pm

Present

Councillor Eley (Vice Chair)

Councillor Bentley
Councillor Price

Councillor Massey
Councillor Shearring

Councillor Wilson
Councillor Crosbie

In attendance: Town Clerk

FP25-175 Apologies for absence

Apologies of absence were received and accepted from Councillors Thompson and Kelly

FP25-176 Dispensation Considerations

No dispensation considerations received.

FP25-177 Declarations of Interest

No declarations of interest received.

FP25-178 Confirmation of Minutes

Minutes of the Finance & Projects meeting held on 3rd of March 2026 were **APPROVED** as a true record and signed by the Chair.

Proposed: Councillor Crosbie

Seconded: Councillor Wilson

Vote: All in favour

FP25-179 Public Questions

No members of public present.

FP25-180 Financial Matters

Committee Received and NOTED the following:

a. the budgetary position for this Committee and Champions Manor Hall as of 30th March 2026.

b. received and noted the Council's bank balances as of 30th March 2026.

- Unity Current Account £31,026.36
- Unity Instant Access Savings £389,238.87 (interest due 31 March 2026).
- Santander Deposit Account £308,946.67

c. the financial transactions to 31 March 2026.

FP25-181 Items to Note

Committee NOTED-

- The Smart Export Application is being processed by British Gas to begin on the 1 May 2026 at a tariff rate of 16p.
- Chelmsford City Council have confirmed the first precept instalment will be paid in April 2026.
- The Town Clerk has agreed another year hire of the MR with Barclays Bank starting from 10/8/26- 06/8/27 at a cost of £14,214.13
- Champions Manor Hall Report
- The expenditure for the railings at the Bandstand was agreed by Council on 21 Oct 2025 – C25-195 – Budget allocation from EMR Project Fund.

7.43pm Councillor Bentley joined the meeting.

FP25-182 Garden of Remembrance

Committee reviewed the garden of Remembrance prices for 2026/27.

Proposal: To increase the selling price on interments only by £28.50 to cover manufacturing increases and ensuring margin prices remain consistent with 2025.

Proposed: Councillor O'Brien

Seconded: Councillor Shearring

Voting: Carried, two abstain

Proposal: To complete a review of all Garden of Remembrance pricing and margins in April 2027.

Proposed: Councillor Massey

Seconded: Councillor O'Brien

Voting: All in favour

FP25-183 Policies

Committee reviewed the Champions Manor Hall Hire Policy and conditions of hire and the Bandstand Hire Policy for recommendation to Council on 12 May 2026.

Proposal: To accept The Champions Manor Hall Hire Policy and conditions of hire as presented for recommendation to Council on 12 May 2026.

Proposed: Councillor Bentley

Seconded: Councillor O'Brien

Voting: All in favour

Proposal: To accept The Bandstand Hire Policy as presented for recommendation to Council on 12 May 2026.

Proposed: Councillor Crosbie

Seconded: Councillor O'Brien

Voting: All in favour

FP25-184 Replacement Microphone Systems at Champions Manor Hall

Committee considered three quotations to replace and upgrade the microphones at Champions Manor Hall.

Proposal: To agree to proceed with Quotation B from Javalin Network Services Ltd for £2,109.10 excluding VAT

Proposed: Councillor Massey

Seconded: Councillor Crosbie

Voting: Carried, two abstain

FP25-185 LOLER Lift Inspection Champions Manor Hall

Committee received a report and update following the LOLER inspection of the lift at Champions Manor Hall on 30 March 2026.

Proposal: To accept the quotation for maintenance work from Future Lift Services for £395.12 excluding VAT

Proposed: Councillor Eley

Seconded: Councillor Shearring

Voting: All in favour

FP25-186 Report to Council

- Garden of Remembrance Prices
- Replacement Microphone Systems at Champions Manor Hall
- LOLER Lift Inspection Champions Manor Hall

FP25-187 Media Contact

No media agreed.

FP25-188 Next Meeting

The next meeting of the Finance & Projects Committee will be on 2nd of June 2026 at 7.30pm.

There being no further business to discuss, the Chairman closed the meeting at 8.17pm.

Signed.....
Chair of the Meeting

Date: 2nd June 2026