SOUTH WOODHAM FERRERS TOWN COUNCIL
FINANCE & PROJECTS COMMITTEE

MINUTES of a Meeting held at Champions Manor Hall on
Tuesday 10th November 2026 at 7.30pm

Present
Councillor Thompson (Chair)

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

In attendance: Town Clerk and Councillor O'Brien

FP26-218 Apologies for absence
Apologies of absence were received and accepted from Councillors Massey & Eley**.**
ABSENT Councillor Roberts

FP26-219 Dispensation Considerations
No dispensation considerations received.

FP26-220 Declarations of Interest
No declarations of interest received.

FP26-221 Confirmation of Minutes
Minutes of the Finance & Projects meeting held on 13th of October 2026 were **APPROVED** as a true record and signed by the Chair.
Proposed: Councillor Kelly
Seconded: Councillor Wilson
Vote: All in favour

FP26-222 Public Questions
No public in attendance.

FP26-223 Financial Matters
Committee Received and NOTED the following:

a. the budgetary position for this Committee and Champions Manor Hall as of 4th November 2026.

b. received and noted 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. the list of financial transactions for October 2026.

FP26-224 Items to Note

Committee NOTED-

- The Internal audit was completed on 4th November 2026 by an independent auditor Mr David Buckett.
- 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.

FP26-225 Committee Projects 2027/28

The Committee considered potential future projects across all committees and **NOTED** the recommendations for 2027/28. Further consideration of these recommendations will be given under the following items of the agenda:

- Review of Reserves and Earmarked Reserves; and
- Budget 2027/28.

FP26-226 Review of Reserves /Earmarked Reserves

The Committee reviewed the existing reserves and agreed to recommend the following amendments to Earmarked Reserves to Council on 19 January 2027, for consideration as part of the final approval of the 2027/28 Budget.

Proposal:

- To increase the EMR Project Fund to £25,000.00.
- To increase the EMR Millennium Place to £2,500.00.
- To increase the EMR Bandstand to £2,500.00.

Proposed: Councillor Shearring
Seconded: Councillor Bentley
Voting: All in favour

FP26-227 Budget 2027-28

Committee considered the draft budget for 2027/28 which will be reviewed at the Finance & Projects meeting on 1st December 2026.

Proposal: It was agreed to make the following amendments to the draft budget:

- To reduce the Audit budget to £3,500.00
- To increase the Grant Budget to £10,000.00.

Proposed: Councillor Crosbie
Seconded: Councillor Shearring
Voting: All in favour

FP26-228 Report to Council

No items to report to Council.

FP26-229 Media Release

No media Release.

FP26-230 Next Meeting

The next meeting of the Finance & Projects Committee will be on 1st of December 2026 at 7.30pm.

There being no further business to discuss, the Chairman closed the meeting at 8.45pm.

Signed…… Date: 1st December 2026
Chair of the Meeting