

FINANCE AND PROJECTS COMMITTEE AGENDA

**For a Meeting to be held at 7.30p.m on
Tuesday 11th November 2025**

At Champions Manor Hall Community Centre

Membership:

Councillor Thompson (Chair)
Councillor Eley (Vice Chair)

Councillor Shearring
Councillor Crosbie
Councillor Price

Councillor Wilson
Councillor O'Brien
Councillor Kelly

Councillor Massey
Councillor Bentley

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.



**Karen Atkins
South Woodham Ferrers Town Clerk
5th November 2025**

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

Any Member declaring an interest is asked to state whether this is a pecuniary, registerable, or non-registerable interest. Clarification, if required, can be sought prior to the meeting with the Chair or the Town Clerk.

4. Confirmation of Minutes

To **APPROVE** the minutes of the meeting held on 14th October 2025 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 Committees Terms of Reference. At the close of this item members of the public will no longer be permitted to address the Committee; Members with pecuniary interests will also not be permitted to speak, address the Committee on those interests and must leave the meeting when the item in relation to their interest is being discussed.

6. Financial Matters

a to receive the budgetary position for this Committee and Champions Manor Hall as of 5th November 2025.

b to receive and note the Council's bank balances as of 31st October 2025

- Unity Current Account £65,267.48
- Unity Instant Access Savings £511,429.12
- Santander Deposit Account £306,363.47

c the financial transactions for October 2025 are attached to the agenda.

7. Items to Note

- The Boundary Fence work at Champions Manor Hall has been completed.
- Following the recommendations from the Men's Shed working party, the Men's Shed are now consulting with Marsh Farm re a unit on the land. Planning application ongoing.
- The Town Council grant application for the Local Nature Partnership Community Fund was unsuccessful on this occasion.

8. Bandstand Railings Project – Recommendation to include Galvanising Treatment

Following project approval at the Council meeting on 21st October 2025 minute ref C25-195 and further consultation with the appointed contractor Finance & Projects Committee to consider and agree whether to include galvanizing within the approved scope of works, noting the potential long-term maintenance and cost benefits.

9. Review Financial Regulations

Committee to consider a recommendation from the Town Clerk on Financial regulation 6.9iv transfer of funds between the two Unity Town Council bank accounts. To be recommended to Council on 18/11/2025.

10. Essex Community Initiative Fund

Essex Community Initiative Fund is available and the closing date for applications is Friday 28th November 2025. Documentation attached.

Members to consider whether to apply for the grant and for which

project, please note other projects could be considered if they meet the criteria. Please note that the interest form must demonstrate community support.

11. Review of Reserves/Earmarked Reserves

Committee to review Town Council Reserves.

12. Committee Projects 2026/27

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

- Planning & Environment
- Events Community & Leisure

13. Budget 2026-27

To consider the draft budget for all committees 2026-27. Information circulated prior to the meeting.

14. Report to Council

To agree items for report to the next Council meeting on the 18th of November 2025.

15. Media Contact

To consider whether any items on this Agenda warrant a Media release

16. Future Meeting Dates

The next meeting of the Finance & Projects Committee will be on 02nd December 2025.

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

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