

**Minutes of the meeting of the
FINANCE COMMITTEE
held on Monday 8th September 2025 at 7:05pm
at the Rochford Day Centre, 33a Back Lane, Rochford**

Cllrs present: L Fane, R Gardner (from 7:10pm), A MacPherson, Mrs L Massey, S May, Miss Ward (From 7:08pm) & Mrs M Weir.

Also present: Eight members of the public (one from 7:08pm; three from 7:12pm) and District Cllr Mrs J Gooding (from 7:12pm).

F 25/1 To elect a Chair for the civic year 2025-26:

Cllr Mrs L Massey nominated Cllr S May as Chair which was seconded by Cllr L Fane. There were no further nominations and Cllr S May was elected Chair for 2025-26.

F 25/2 To elect a Vice Chair for the civic year 2025-26:

Cllr Mrs L Massey nominated Cllr A MacPherson which was seconded by Cllr L Fane.

There were no further nominations and Cllr A MacPherson was elected Vice-Chair for 2025-26.

A Member of the public entered the Chambers at 7:08pm.

F 25/3 Receive apologies for absence:

All Members were present.

F 25/4 Declarations of any:

a) Disclosable Pecuniary Interest;

b) Other Registrable Interest:

on any matter on the agenda for 8th September 2025:

No interests were declared.

F 25/5 Public Forum:

Eight members of the public were present. None raised any questions or added comment.

F 25/6 Approve Minutes of the meeting held on the 7th April 2025 and to approve the destruction of the notes in respect of that meeting:

It was resolved that the minutes of the meeting held on 7th April 2025 were approved as a correct record and Members agreed to the destruction of the notes in respect of that meeting.

A member of the public entered the Chambers at 7:09pm.

F 25/7 Action Update List (September 2025):

Cllr Mrs M Ward entered the Chambers at 7:08pm.

25/7.1 There had been no action to add new signatories to the Robert Sudbury Trust banking mandate.

25/7.2 There had been no action to add Cllr L Fane to the Council banking mandate.

It was **resolved** that Members accepted the Action List update.

Cllr R Gardner entered the Chambers at 7:10pm

F 25/8 Financial Report – August 2025:

The Clerk reported that at month five the overall budget was 41.9% spent. All Committee's budgets were on track.

There were no questions, and it was **resolved** that Members accepted the Financial Report.

F 25/9 Notice of completion of External Audit for 2024-25:

a) No matters arising: Members noted the information and that Council was fully compliant.

b) Clerk will publicise the completion of Audit as required: The information was noted.

F 25/10 Grant requests:

Three members of the public and District Cllr Mrs J Gooding entered the Chambers at 7:12pm.

a) Ashingdon Football Club: It was **resolved** that a £650 grant be awarded to the Ashingdon Football Club.

b) BASICS Essex: It was **resolved** that a £500 grant be awarded to BASICS Essex.

F 25/11 Notification of completion of Q1 2025-26 financial checks including petty cash checks by Cllrs L Fane & S May – no issues arising:

Members noted the information.

F 23/12 Summary of Decisions:

- Cllr S May elected Chair for 2025-26.
- Cllr A MacPherson elected Vice-Chair for 2025-26.
- Grant of £650 awarded to Ashingdon Football Club.
- Grant of £500 awarded to BASICS Essex for

The Chair declared the meeting closed at 7:16pm

Chair