Minutes of the meeting of the
FINANCE COMMITTEE
held on Monday 13th April 2026 at 6:45pm
at the Hockley & Hawkwell Day Centre, Southend Road Library Car Park, Hockley SS5 4PZ.

Cllrs present: J Dunkley, A MacPherson, Mrs L Massey, Miss M Ward & Mrs M Weir.

Also present: Cllr C Morris, Cllr T Hargrave (from 7:04pm), and one member of the public (from 7:12pm)

Cllr Mrs L Massey chaired the meeting.

F 26/39 Receive apologies for absence:
Apologies were received from Chair S May.

F 26/40 Declarations of any:
a) Disclosable Pecuniary Interest;
b) Other Registrable Interest:
on any matter on the agenda for 13th April 2026
No declarations were made.

F 26/41 Public Forum:
No members of the public were present.

F 26/42 Approve Minutes of the meeting held on the 2nd March 2026 and to approve the destruction of the notes in respect of that meeting:
It was resolved that the minutes of the meeting held on 2nd March 2026 were approved as a correct record. Members agreed to the destruction of the notes in respect of the meeting.

F 26/43 Action Update List (April 2026):
26/43.1 There had been no action regarding the Robert Sudbury Trust banking mandate.
26/43.2 The agreed £5k grant for Wyvern Community Transport had been received. An email thanking Council had been sent to the office. Members agreed to close the item.
It was **resolved** that Members accepted the Action List update and **agreed** to the removal of closed items.

F 26/44 Financial Report – March 2026:
The report received was for the year-end. The Clerk informed Members that there would be adjustments following the close-down of accounts which would be happening the following week. It was therefore expected there would be changes in the figures. In the current report, the Clerk reported the budget was 107% spent and this was expected due to the unbudgeted projects Council had conducted, namely the Phone Box restoration project. Finance was 106% spent, General Purposes was 121% spent and Parks 104% spent.
A Member enquired about the movement to reserves line and the Clerk explained it was just due to a system reporting functionality that could not be altered.
There were no questions, and it was **resolved** that Members accepted the Financial Report.

F 26/45 Review of Investment Strategy and Investment Activity March 2025-26:
Members noted the information in the report. The Clerk further explained that the Financial Services Compensation Scheme (FSCS) now had a protection limit of £120k per annum, opposed to £85k. This changed in December 2025. The Clerk suggested more monies could be

stored in the Metro Bank Deposit Account, but Members **agreed** it would be preferable to keep more monies with the CCLA PSDF to generate more interest annually.
Members reviewed and **approved** the Investment Activity report as set out in the Clerk's report and **agreed** to update Section 8 of the Investment Strategy.

F 26/46 Report on levels of Earmarked Reserves (EMRs) for 2026-27:
A Member raised questions about how the EMRs were decided. The Clerk suggested they visit the office so more detail could be given.
Members **agreed** to the fund total EMR at the beginning of 2026-27 of £98,231, resulting in an increase of £13,600 from 2025-26. The total EMR will consist of £36,481 in the ARF and £61,750 in OER.
Cllr T Hargrave entered the meeting at 7:04pm.

F 26/47 Review of Council's litter and dog bin emptying contract for 2026-27:
Members **agreed** to retain TBS Hygiene for 2026-27, for an annual contract price of £13k, but that more information be obtained from TNG Services Group so the contracts could be reviewed in more detail for 2027-28.
A member of public entered the meeting at 7:12pm.

F 26/48 Update CCLA Public Sector Deposit Fund (PSDF) mandate to add signatories – Clerk's report:
It was **agreed** to add Cllrs A MacPherson and Cllr Miss M Ward to the CCLA PSDF mandate as approved signatories.
A Member of the public left the meeting at 7:14pm.

F 26/49 Grant request from Hockley & Hawkwell Day Centre (HHDC) for a new minibus:
It was **agreed** to award HHDC a grant of £5k to help fund the purchase of its new minibus.
A Member of the public returned to the meeting at 7:16pm.

F 26/50 Subscription renewal Rural Community Council for Essex (RCCE) - £163.80
It was **agreed** to renew the subscription to the RCCE for £163.80.

F 26/51 Summary of Decisions:
- Investment Strategy and Investment Activity for 2025-26 agreed.
- EMRs for 2026-27 agreed.
- Cllrs A MacPherson and Miss M Ward to be added to CCLA PSDF signature mandate.
- £5k grant awarded to HHDC.
- Subscription to RCCE of £163.80 agreed.

The Chair declared the meeting closed at 7:18pm Chair