



Hullbridge Parish Council

Finance Committee

To be held on Wednesday 23rd April 2025

8:00 pm

Published 14/04/2025

Hullbridge Parish Council Office, 98 Ferry Road, Hullbridge, SS5 6EX

Members: Cllr K. O'Brien, Cllr J. O'Brien, Cllr A. Marriott, Cllr S. Cooper,
Cllr I. Kenlin, Cllr S. Walsh.

Staff: Mrs Nicola Harding (Clerk)

Dear Councillors,

You are accordingly invited to attend a **Finance Committee** Meeting to be held on Wednesday 23 04 2025 at the Parish Office at 8.00pm, when the undermentioned business is proposed to be transacted.

Please note that under the Local Government Act 1972 Schedule 12 p10(2) a Council cannot lawfully decide any matter that is not specified on the agenda. Please advise prior to the meeting if you require additional information on any agenda item.

Yours Sincerely,

N. Harding

Nicola Harding
Clerk to the Council

Agenda

(Residents and Press welcome to attend)

1. **Apologies for Absence**
1.1 To *receive* apologies for absence.
2. **Approval of Minutes**
2.1 To *sign*, as a true record, the Committee Meeting held on **26th February 2025**.
3. **Declaration of interest and dispensations**
3.1 To *receive* declarations of interest and dispensations on items on the agenda
(Dispensation requests at least one day prior to the meeting)
(*Members are reminded they must, within 28 days of becoming aware of any new, or change in their Register of Members' Interests, provide written notification thereof to the Clerk of Hullbridge Parish Council.*)
4. **Public Participation - contributions from Residents, 15 minutes maximum on items on the Agenda and other contributions from Residents.**
5. **Reports/Recommendations from Personnel / Committees / Code of Conduct**
5.1 Councillors to *discuss* and agree any recommendations from the above.



6. **Parish Office/Health & Safety/ Equipment and Parish Van**

6.1. Councillors to *receive* information and *discuss* and *agree* playground inspection training for the maintenance staff at a cost of £400 ex VAT (including exam and 3 year certification) per candidate.

7. **Finance**

7.1 Councillors to *receive* and non-signatories to *sign* the quarterly bank statements and reconciliations.

7.2 Councillors to *receive* the quarterly financial report and to *note* the end of year budget spend. Councillors to *note* any adjustments will be advised after year end closure.

7.3 Councillors to *review* the current investments and *receive* the CCLA performance factsheet and Key Investor document. Councillors to *consider* the Accounts Assistant report "review of investment strategy & investments 2024-25 " and confirm agreement to continue with current investments.

7.4 Councillors to *discuss* the funding request from the SCAFT organisation and *agree* any actions.

7.5 Councillors to *discuss* the funding request from Wyvern Transport and *agree* any actions.

7.6 Councillors *discuss* the funding request from The Windermere Centre and *agree* any actions.

7.7 Councillors to *note* the recent CIF application for LED street lights was unsuccessful. The Clerk has emailed the EALC for information on why the grant was not given.

7.8 Councillors to *receive* and *agree* quotes to paint the exterior of 98 & 98a Ferry Road.

7.9 Councillors to *receive* information and *discuss* the Parish Council providing a De-fibrillator device for public use to be placed on the outside of the library.

7.10 Councillors to *receive* and *agree* quotes for the Parish Council Insurance for recommendation to Full Council. *To Follow*

7.11 Councillors to *note* the price increase from £3.40 to £4.00 per dog waste bag for TBS Hygiene.

8. **Consultations / Grants / Policy / Lease Agreements**

8.1 Councillors to *review* and *agree* the following policies and procedures for recommendation to Full Council.

- Annual Investment Strategy
- Grant Award Policy
- Risk Assessment and Management of Risks
- Financial Regulations - UPDATED.
- Strategic Plan 2024-2029
- Action Plan 2024-2029

8.2 Councillors to *review* the Draft Meeting Attendance Policy in conjunction with the Councillor Meeting Attendance Policy.

9. **Action Plan and Current Budget**

9.1 Councillors to *review* the documents and *agree* any actions arising.

10. **Date of the Next Meeting**

10.1 Councillors to forward any items for the next agenda.

10.2 Date of the next meeting will be Wednesday 25th June 2025 at 20:00hrs.

Meeting Closed - Nicola Harding