



Hullbridge Parish Council

Finance Committee

To be held on Monday 28th September 2026

7:30 pm

Published 08/09/2026

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

Members: Cllr C. Agius (Chair), Cllr I. Kenlin (Vice-Chair), Cllr J. O'Brien,
Cllr A. Marriott, Cllr S. Cooper, Cllr S. Walsh, , Cllr D. Elwell.

Staff: Mrs Nicola Harding (Clerk)

Dear Councillors,

You are accordingly invited to attend a **Finance Committee** Meeting to be held on Monday 28 09 2026 at the Parish Office at 7.30pm, 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 **10th June 2026**.
3. **Declaration of interest and dispensations**
3.1 To *receive* declarations of interest and dispensations on items on the agenda
4. **4.1 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 To *discuss* and *agree* recommendations from the Personnel Committee.
6. **Parish Office/Health & Safety/ Equipment and Parish Van**
6.1. Councillors to *note* the report and *discuss* information provided by the Clerk regarding engaging external providers for Human Resources and Health & Safety support and *agree* next steps.



7. **Finance**

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

7.2 Councillors to *receive* the latest financial report and *note* any budget line overspend.

7.3 Councillors to *note* a provisional budget is currently being prepared for 2027-28 and to *agree* a meeting date and attendees to discuss this with the Clerk and Accounts Assistant prior to the next Finance Meeting.

8. **Website and Email Consultation**

8.1 Councillors to *receive* an information from the recent meeting and *agree* next steps.

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

9.1 Councillors to review the following for recommendation to Full Council.

- HR Policies - New
- Lone Working Policy
- Reserves Policy
- Councillor Allowance and Expenses Policy
- Phased/ Flexible Retirement Policy – Draft
- Adverse Weather and Outdoor Working Policy- Draft

10. **Newsletter**

10.1 Councillors to *receive* an update.

11. **Action Plan and Current Budget**

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

12. **Date of the Next Meeting**

12.1 Councillors to forward any items for the next agenda.

12.2 Date of the next meeting will be Wednesday 11th November 2026 at 8.00pm.

Meeting Closed - Nicola Harding