



Hullbridge Parish Council

Finance Committee

To be held on Wednesday 10th June 2026

8:00 pm

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

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

Staff: Mrs Nicola Harding (Clerk)

Dear Councillors,

You are accordingly invited to attend a **Finance Committee** Meeting to be held on Wednesday 10 06 2026 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. **Election of Chair**
 - 1.1 Councillors to consider nominations for the election of Chair.
2. **Election of Vice-Chair**
 - 2.1 Councillors to consider nominations for the election of Vice-Chair.
3. **Election of Members to Personnel Sub-Committee and LGR Steering Committee**
 - 3.1 Councillors to *vote* Four (4) Members to sit on the Personnel Sub Committee.
 - 3.2 Councillors to *vote* Four (4) Members to sit on the LGR Steering Sub Committee.
4. **Terms Reference**
 - 4.1 Councillors to *review* and *agree* the Terms of Reference for the Finance committee.
 - 4.2 Councillors to *review* and *agree* the Terms of Reference for the Personnel Sub-committee.
 - 4.3 Councillors to *review* and *agree* the Terms of Reference for the LGR Steering Sub-committee.



5. **Apologies for Absence**

5.1 To *receive* apologies for absence.

6. **Approval of Minutes**

6.1 To *sign*, as a true record, the Committee Meeting held on **23rd April 2026**.

7. **Declaration of interest and dispensations**

7.1 To *receive* declarations of interest and dispensations on items on the agenda

8. **Public Participation - contributions from Residents, 15 minutes maximum on items on the Agenda and other contributions from Residents.**

9. **Reports/Recommendations from Personnel / Committees / Code of Conduct**

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

10.1. Councillors to *note* the update on the Parish Van.

11 **Finance**

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

11.2 Councillors to *receive* the latest financial report.

11.3 Councillors to receive and consider the recommendation of the General Purpose Committee regarding the restructuring of allotment charges for 2027/28.

11.4 Councillors to *consider* and *agree* an increase to allotment fees for 2026/27 following the recent review for recommendation to Full Council.

Resident Full Plot - Currently £57.50

Resident Half Plot - Currently £36

Non-Resident Full Plot - Currently £77

Non-Resident Half Plot - Currently £46

11.5 Councillors to *revise* and *agree* the banking mandate for the Unity account and *agree* the Assistant Clerk can be added.

11.6 Councillors to *revise* and *agree* the banking mandate for the CCLA account.

11.7 Councilors to *receive* an update on the insurance claims with Zurich.

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

12.1 Councillors to review and agree the Asset Register and leases held. Councillors to agree that the asset value threshold will remain set at £500.

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

- Dignity at Work
- Pay Policy – Mileage update
- Expenses Policy Mileage update

13. **Action Plan and Current Budget**

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

14. **Date of the Next Meeting**

14.1 Councillors to forward any items for the next agenda.

14.2 Date of the next meeting will be Wednesday 9th September 2026 at 19:30hrs.

Meeting Closed - Nicola Harding