



FINANCE & GENERAL PURPOSES COMMITTEE

Minutes of the Finance & General Purposes Committee meeting held in the Cowie Room, Public Hall on Tuesday 21st April 2026.

850 PRESENT: Cllr Biggs (Chairman), Cllr Dawkins, Cllr Gillings, Cllr Gunning, and Cllr Wallbridge and Cllr Acton; also Sara Cradock (Town Clerk).

851 APOLOGIES FOR ABSENCE:
Apologies received from Cllr Nigel Corbett.

852 MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 24th FEBRUARY 2026
The minutes of the Finance & General Purposes Committee meeting held on 24th February 2026 having been circulated were confirmed a correct record and signed by the Chairman.

853 DECLARATIONS OF INTEREST & DISPENSATION
No interests or dispensations were declared.

854 PAYMENTS & RECIEPTS
Members were tabled with details of the payments for the month of April 2026 including cheque numbers 106293 to 106300, direct debits, credit card payments and bank payments totalling £36007.35 together with receipts received in the sum of £2536.22 a copy of which is **attached**. Members **RESOLVED** adoption and payment as presented.

No questions or comments were received.

855 BUDGET MONITORING
Members had previously been circulated with a copy of the actual year to date figures at 31st March 2026. **NOTED**.

Cllr Biggs drew attention to the 2025/2026 net income over expenditure of £26,537 in surplus. This is due to a number of ongoing commitments and planned projects which were budgeted for in the 2025/2026 financial year but will actually happen in the forthcoming financial year. These include Pavilion maintenance and refurbishment works and the new website development.

Members had no additional questions or comments on the budget as circulated and **attached** to the minutes of this meeting.

856 EAR MARKED RESERVES

Following consideration of the Council's overall financial position, members **RESOLVED** not to transfer any funds to Ear Marked Reserves at this time.

As a result of this decision, the full year-end surplus will remain within the General Reserve. This approach maintains maximum financial flexibility and ensures that funds remain available to respond to emerging priorities.

857 BANK ACCOUNT UPDATE

Members considered the report regarding updates to the bank mandate following the appointment of the new Town Clerk and two new Councillors, together with proposed changes to banking procedures.

It was **RESOLVED** to:

- Approve the amendment of the HSBC bank mandate to remove former signatories and add the new Town Clerk (Sara Cradock) as an authorised signatory, with additional councillor, Dan Biggs, ensuring sufficient authorised signatories are maintained
- Approve the transition from cheque payments to BACS (online banking) as the primary method of payment
- Agree that all payments will require a minimum of two councillor authorisations, with officers able to set up payments but not authorise them alone
- Approve the increase of the finance assistant's daily banking limit to £20,000

It was **NOTED** that the Council's Financial Regulations will be updated accordingly.

858 MEMORIAL FIELD PATH REPAIRS

Members considered correspondence regarding the condition of the path and potential options for repair or replacement, including the possibility of cost sharing with the relevant authority.

It was **RESOLVED** that the Council is willing in principle to contribute towards the cost of the works; however, members require further detail on the total cost and the Council's potential financial contribution before making a formal commitment.

It was further agreed that additional information be sought and a report brought back to a future meeting for consideration.

859 DATE OF NEXT MEETING

The date of the next Finance & General Purposes Committee meeting **NOTED** as Tuesday 23rd June 2026.

PUBLIC BODIES (Admission to meeting) ACT 1960

Members **RESOLVED** that public and press be now excluded from the meeting whilst discussion took place on the following items on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of business to be transacted in respect of consideration of quotations received.

- (a) Members considered the quote for the repairs to the Public Hall roof. It was **RESOLVED** that O'Brien's roofing would be contracted to do the repair works at a cost of £1305 + VAT.

(b) Members considered the report regarding the proposed upgrade to the Council's IT systems, including the move to a cloud-based solution and replacement of existing hardware.

The report outlined the benefits of improved security, reduced reliance on on-site servers, increased flexibility for staff, and enhanced business continuity. Members also reviewed quotations received.

It was **RESOLVED** to accept the quotation from Cloudy IT for the provision of the new IT system, at a cost of £10,517.78 (one-off cost) and £3,366.60 per annum (ongoing cost).

Members approved these costs and agreed that the works should proceed.

860 MEETING

The meeting which started at 7.00pm closed at 7.30pm

Chairman
23rd June 2026