



Finance Sub-Committee Meeting

Councillors of the Finance Sub-Committee were summoned to attend a meeting held on Monday the 12th of January 2026 at 7pm in the Council Chamber, Essington Community Centre, Hobnock Road, Essington, WV112RF.

Exclusion of the press and public: The Chairman to inform any members of the Public or Press that in view of confidential business to be transacted in **items 15,16 & 17** on the agenda that they are excluded in accordance with the Public Bodies (admission to meetings) Act 1960 Section 1 (2).

Public and Press Participation Maximum of 15 minutes- Any Elector of the Parish of Essington may raise a question by prior request in writing to the clerk within the period of publication of the agenda and the meeting itself, on any issue relating to Official Parish Council Business as detailed in the agenda.

Public/ Press Participation- Max 15 minutes.

Present: Councillors, Chris Steel, Hilary Southern, James Parker, & Warren Fisher

Also Present: Louise Tipler- Clerk.

Minutes

- 1.) Apologies- **Ken Moseley, Chris Steel apologised for being 2 minutes late arriving at 19.02pm**
- 2.) Declarations of Interest-**Chris Steel and James Parker Item 4. Schedule of Payments.**
- 3.) Approval of the Minutes of the last meeting the 10th of November-**Proposed by Chris, seconded by James, all in favour that the minutes were a true and accurate record.**
- 4.) Schedule of Payments – January 2026, **proposed by Hilary, seconded by James, all in favour, to be recommended to full Council for ratification.**
- 5.) Income and Expenditure report – December 2025, **proposed by Chris, seconded by Warren, all in favour, to be recommended to full council for ratification. Warren queried what header Bushbury Trust payments to Chatty Café were under on the Income and Expenditure report.**
- 6.) Bank Reconciliation both Accounts – December 2025, **proposed by Warren, seconded by Chris, all in favour to be recommended to full council for ratification.**

- 7.) Sales Ledger – Unpaid Invoices- **Noted**
- 8.) 2026-27 Budget, Precept and Earmarked Reserves (Ezz Fest Budget)- **Noted**
- 9.) Internal Auditors- **Councillors discussed all three auditor options and all agreed that one stood out, however, Council will take guidance from the RFO.**
- 10.) Tender Service Data Sharing Agreement – **Proposed by Warren, seconded by Hilary all in favour to be recommended to full council for ratification.**
- 11.) Savings Account Opening Balance- **Proposed by Hilary, seconded by James all in favour, of opening the savings account with £50k instead of £100k, and review whether to transfer more money into the new account after the precept has been received, as advised by the RFO**
- 12.) VAT Partial Exemption- **Stay on Agenda**
- 13.) Updated Pension Policy- **Deferred**
- 14.) Savings Accounts- **Already discussed under item 11 on the agenda.**
- 15.) Insurance Claim- **The Council are awaiting instruction from the Insurers Legal Team.**
- 16.) Tenants Rent Arrears- Closed Session- **Arrears were noted, usual processes will be followed.**
- 17.) Tenants Lease- Closed Session- **The Council are in receipt of recent correspondence from the tenant, the clerk to write to the Council's solicitor for guidance.**
- 18.) Date of the next meeting – **the 9th of February 2026.**
- 19.) Closure- **20.44 pm**

Signed by Louise Tipler

Clerk 15th of January 2026.