



Essington Parish Council

Finance Sub-Committee Meeting Minutes

Monday the 9th of March 2026 – 7:00 PM

Council Chamber, Essington Community Centre, Hobnock Road, Essington, WV11 2RF

1. Meeting Announcement the 4th of March 2026

Councillors of the Finance Sub-Committee were formally summoned to attend.

2. Exclusion of the Press and Public

The Chairman advised that, due to confidential business in Items 19,20 & 21 the press and public are excluded under the Public Bodies (Admission to Meetings) Act 1960, Section 1(2).

3. Public and Press Participation (Maximum 15 Minutes)

No members of the Public or Press were in attendance

Present: Councillors Chris Steel, Hilary Southern Dibble, Warren Fisher (Chair of the Committee) James Parker and Ken Moseley.

Also present: Kate Roberts RFO and Louise Tipler Clerk.

Minutes

4. Apologies- None

5. Declarations of Interest- Chris declared an interest in item 7 Schedule of Payments and item 9 Bank Reconciliation. James declared an interest in item 7 Schedule of payments.

6. Approval of Minutes of the Previous Meeting Minutes of the meeting held on the 9th of February 2026 to be reviewed and approved. **Proposed by Warren, seconded by Chris, all in favour that the minutes were a true and accurate record.**

7. Schedule of Payments – March 2026- Proposed by Hilary, seconded by Ken, all in favour to be recommended to Full Council for ratification.

8. Income and Expenditure Report – February 2026- Proposed by Ken, seconded by Chris, all in favour to be recommended to Full Council for ratification.

9. Bank Reconciliation (Both Accounts) – February 2026-Proposed by Chris, seconded by James all in favour to be recommended to Full Council for ratification. James Parker signed the bank reconciliation.

10. Assertion 10- Changes were noted.

11. Review List of Regular Creditors-Proposed by Ken, seconded by James all in favour to be recommended to Full Council for ratification.

12. Pools Permit Charges 2026/27- to be discussed at the next management meeting.

13. Ezz Fest- Cost Centre- A cost centre for income and Expenditure to be created for Ezz Fest.

14. Sales Ledger – Unpaid Invoices- Councillors were made aware of the current list of debtors.

15. Monthly Invoicing- The clerk has reviewed all the leases to establish tenants' payment terms and added to a spread sheet, it was suggested to add another 2 columns to show notice period and if they are RPI Linked.

16. Monthly Standing Orders- Take off Agenda.

17. Insurance Claim- The Clerk informed Council that the Claim was settled.

18. VAT Partial Exemption- Stay on Agenda

19. Tenants – Rent Arrears – Noted.

20. Tenants – Lease – No significant updates have been received.

21. Tenants- License – The clerk will write an addendum to the existing tenants licence to include the additional space for business use.

22. Date of Next Meeting- the 13th of April 2026

23. Closure- 20.30