



Essington Parish Council

Finance Sub-Committee Meeting Minutes

Monday the 13th of April 2026 – 7:00 PM

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

1. Meeting Announcement the 1st of April 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 10, 11 & 12 the press and public were excluded under the Public Bodies (Admission to Meetings) Act 1960, Section 1(2).

3. Public and Press Participation (Maximum 15 Minutes) – None present.

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

Also Present: Kate Roberts, RFO.

4. Apologies – Ken Moseley.

5. Declarations of Interest – Chris and James at item 9 Bank Reconciliation.

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

7. Schedule of Payments - April 2026 – Proposed by Hilary, seconded by Warren, all in favour to recommend to Full Council for ratification.

8. Income and Expenditure Report - March 2026 – It was noted that the report would be updated with year-end transactions. Proposed by Chris, seconded by Hilary, all in favour to recommend to Full Council for ratification.

9. Bank Reconciliations (All 3 Accounts) - March 2026 – Proposed by Warren, seconded by James, all in favour to recommend to Full Council for ratification. James Parker signed the bank reconciliations.

10. VAT Partial Exemption – There were no significant invoices on the schedule of payments that would impact the VAT claim. VAT on the cost of indoor stall hire at Ezz Fest was discussed.

11. Tenants – Licence – An Addendum to a tenant’s Tenancy at Will Agreement had been written to include an additional area.

12. Tenants – Lease – This was an ongoing matter. Rent arrears were discussed.

13. Date of Next Meeting – the 15th of June 2026.

14. Closure – 19:40.

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