



Name: Cllr Graham Hutter
(Chair)

Date: 7th August 2025

Signed: Original Signed

Minutes of the Finance & Partnership Committee

held in the Council Chamber, Emersons Green Town Council,

1800hrs on Thursday 3rd July 2025.

Present: Councillors Graham Hutter (Chair), Colin Hunt, James Hunt, Abi Cohen, and Tina Potter.

In attendance: Jane Wray (Deputy Clerk & RFO).

Apologies: Cllr Andrej Turk, and Jo Bryant (Clerk).

Public: None.

The meeting began at 1800hrs. All resolutions were passed with a majority vote, by a show of hands, unless otherwise stated.

FPC_2025.029 Welcome and Introductions.

The Chair welcomed everyone present at the meeting and explained the emergency procedures.

FPC_2025.030 Declaration of Interest – Localism Act 2011.

No Declarations of Interest were made.

FPC_2025.031 Public Participation.

No members of the public were present.

FPC_2025.032 Minutes.

The *Minutes of the Finance & Partnership Committee meeting held on the 8th of May 2025*, copies having been circulated, be approved as a correct record, and signed by the Chair.

FPC_2025.033 Outstanding items.

At the invitation of the Chair, the Deputy Clerk provided an update.

GRANT & COMMISSIONING APPLICATIONS

FPC_2025.034 Commissioning and contracts.

Resolved:

- a. That a grant application from Green Community Travel for £1150.00 was approved for a marketing campaign.
- b. That the Reserve Funding Release for LGCA, was approved for £1767.04 to support 6 community events over July & August.

- c. That a strimmer for the Friends of Emersons Green Park was approved for £170.00 to support maintenance of green spaces.

POLICIES & PROCEDURES

FPC_2025.035 To adopt the following updated documents and policies:

Resolved: 1. Events Policy.

PLANNING & STRATEGY

FPC_2025.036 Forward Plan.

The Deputy Clerk gave an update on upcoming agenda items and projects.

FINANCE

FPC_2025.037 Bank Reconciliations.

The bank reconciliations for May 2025, copies having been circulated, were reviewed, and signed by the chair.

FPC_2025.038 Monthly Transactions & Investments.

The monthly payments list, copies having been circulated, were approved and signed by the Chair.

FPC_2025.039 Budget Monitoring.

Income, expenditure, and earmarked reserves, Reserve Funding Facility Balances were reviewed.

CORRESPONDENCE

FPC_2025.040 Correspondence.

No correspondence was presented.

DATES & TIMINGS

FPC_2025.041 Next Meeting.

To note the next Finance & Partnership Committee meeting date is scheduled for: -

Thursday, 7th of August 2025 at 1800hrs in the Emersons Green Town Council Chambers.

The meeting closed at 1820 hrs.