

Minutes of the Finance & Partnership Committee
held in the Council Chamber, Emersons Green Town Council,
1800hrs on Thursday 2nd October 2025.

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

In attendance: Jane Wray (Deputy Clerk & RFO), Jo Bryant (Town Clerk) and Daryl Hembrough (Councillor).

Apologies: Cllrs Abi Cohen, James Hunt, and Andrej Turk.

Public: None.

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

FPC_2025.0068 Welcome and Introductions.

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

FPC_2025.069 Declaration of Interest – Localism Act 2011.

No Declarations of Interest were made.

FPC_2025.070 Public Participation.

No public in attendance.

FPC_2025.071 Minutes.

The *Minutes of the Finance & Partnership Committee meeting held on the 4th September 2025*, copies having been circulated, be approved as a correct record, and signed by the Chair.

FPC_2025.072 Outstanding items.

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

GRANT & COMMISSIONING APPLICATIONS

FPC_2025.073 Commissioning and contracts.

Resolved:

- a. That a drawdown request from LGCC was approved for £1500.00 for Kids for Christmas.
- b. That a drawdown request from LGCC was approved for £250.00 for Cookstars Diwali trial cooking sessions.
- c. That a drawdown request from EGVH was approved for £276.68 to provide free room hire for a charity quiz in aid of the British Heart Foundation.
- d. That the request for funds raised from CAN's Autumn Gathering was approved to be donated to Friends of Blackhorse Meadows Group.

POLICIES & PROCEDURES

Minutes: None to adopt.

FINANCE

FPC_2025.074 Bank Reconciliations.

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

FPC_2025.075 Monthly Transactions & Investments.

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

FPC_2025.076 Budget Monitoring.

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

FPC_2025.077 2026/27 Budgets.

The first draft of the budget for 2026/27 was reviewed.

CORRESPONDENCE

FPC_2025.078 Correspondence.

Official correspondence to the Council noted, copies having been circulated.

- a. Lyde Green Community Centre Q1 report.

PLANNING & STRATEGY

FPC_2025.079 Forward Plan.

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

DATES & TIMINGS

FPC_2025.080 Next Meeting.

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

Thursday, 6th November 2025 at 1800hrs in the Emersons Green Town Council Chambers.

The meeting closed at 1845 hrs.