

Minutes of the Finance & Partnership Committee

held in the Council Chamber, Emersons Green Town Council,

1800hrs on Thursday 2nd April 2026.

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

In attendance: Jane Wray (Deputy Clerk & RFO)

Apologies: Cllr Andy Cowie.

Absent: Cllr Andrej Turk.

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

Welcome and Introductions.

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

FPC_2026.001 Declaration of Interest – Localism Act 2011.

No declarations made.

FPC_2026.002 Public Participation.

No members of the public were present.

FPC_2026.003 Minutes.

Resolved: The *Minutes of the Finance & Partnership Committee meeting held on the 5th of March 2026*, copies having been circulated, were approved as a true and accurate record, and signed by the Chair of this meeting.

FPC_2026.004 Outstanding items.

At the invitation of the Chair, The RFO provided an update.

GRANT & COMMISSIONING APPLICATIONS

FPC_2026.005 Grants.

Resolved: No grants to consider.

FPC_2026.006 Commissioning and Contracts.

Resolved: a. The Council approved the Building, Contents, Public Liability, Employers' Liability and Fidelity Guarantee insurance policy with Ecclesiastical Insurance Office plc, arranged through Clear Councils (broker), including an increase in Fidelity cover to £2 million, at an annual premium of £2,944.31

POLICIES & PROCEDURES

FPC_2026.007 Updated documents and policies.

Resolved: To adopt the following updated documents and policies:
a. Emersons Green Town Council Web Accessibility Statement April 2026.

FINANCE

FPC_2026.008 Bank Reconciliations.

The bank reconciliations and accompanying documents for February 2026, copies having been circulated, were reviewed, and signed by the Chair of this meeting.

FPC_2026.009 Monthly Transactions & Investments.

Resolved: The monthly payments list and accompanying invoices for end of March and April, copies having been circulated, were approved and signed by the Chair of this meeting for a total amount of £78,720.03.

FPC_2026.010 Budget Monitoring.

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

CORRESPONDENCE

FPC_2026.011 Correspondence.

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

PLANNING & STRATEGY

FPC_2026.012 Forward Plan.

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

DATES & TIMINGS

FPC_2026.013 Next Meeting.

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

Thursday, 7th May 2026 at 1800hrs in the Emersons Green Town Council Chambers.

The meeting closed at 1820 hrs.