

Minutes of a meeting of Halstead Parish Council Finance Committee held at The Pavilion, Station Road, Halstead TN14 7DH on Wednesday 26th November 2025 at 11.30am

Present: Cllr Roger Sales, Cllr Sue Gardner, Cllr Jean Peel, Cllr Linda Wilkinson, Mrs Helen Pack (Locum Clerk)

Minute number: F251126:

1. **Apologies for absence** were received from Cllr Tony Marshall.
2. There were no **declarations of interest**.
3. It was agreed that the **minutes of the meeting held on 15th October 2025** be signed by the Chair as a true record.
4. **Public participation:** there were no members of the public present.
5. **Accounts**
 - a. Bank reconciliations to 31st October 2025 were agreed.
 - b. Income and expenditure against budget to 31st October 2025 was reviewed.

6. 26/27 budget

A draft 2026/27 budget had been circulated and this was considered with the following considered / agreed:

- Replacement of cricket training surface - £8 to £10k – a CIL application to be made.
- Play area surfacing – a quotation had been received – a CIL application to be made.
- A reserve to be created in 26/27 for works to the parish room from CIL
- To defer resurfacing of the netball court until 27/28
- Provision for a potential Broke Hill appeal of £25,000
- Works on the pavilion and Parish Room to be further considered at the next H&A meeting which would then further inform the 26/27 budget.

7. Expenditure and Income

- a. A Community Infrastructure Levy (CIL) receipt of £ 30,275.75 was noted.
- b. It was agreed to put in a CIL bid to the District Council to match fund the parish room project.
- c. To consider expenditure on new surfacing in the play area
It was agreed to put in a bid for CIL from the District Council to match fund new surfacing in the play area.
- d. It was agreed to delegate authority to the Clerk to purchase picnic benches for the recreation area from Cil funds.

8. Grants

It had been agreed to apply to the District Council for CIL grants for the works to the parish room, play area resurfacing and cricket training strip replacement.

9. Policies

The policy schedule was approved with the addition of a document to approve direct debit and regular payments in May.

10. Date of next meeting – 7th January 2025