

Agenda

Notice is hereby given that a meeting of **Halstead Parish Council Finance Committee** will be held at The Pavilion, Station Road, Halstead TN14 7DH commencing on **Wednesday 21st October 2025 at 09.30am** to transact the under mentioned business, which Councillors are summoned to attend.

Signed: *Pip Nott* (Clerk) 15/10/2025

1. Election of Committee Chair.

To elect a Chair of the Committee for the remainder of the council year.

2. To receive and accept apologies for absence.

3. Declarations of interest.

To receive any disclosure by members of pecuniary and non-pecuniary interests in matter on the agenda.

4. Minutes of previous meetings to be approved and signed: Halstead Parish Council 6th July 2026.

5. Public participation forum

Public may use this time to make comment on items on the agenda.

6. Accounts

- a. To review income and expenditure against budget to 30th September 2025

7. 26/27 budget

- a. Consider forecasted year end position.
- b. Note any variances and outstanding Council activity requiring expenditure to year end.
- c. Consider election costs for May 2027.

8. Expenditure

- a. Note expenditure on Legionella testing and risk assessment.
- b. Approve expenditure required to comply with priority areas of the risk assessment including cleaning of 3 water tanks in loft area and capping off of shower in referees room.
- c. Note a 3 year grounds maintenance tender of up to £27,000 excluding VAT has been published to include hedge management, a tree survey and maintenance of grass verge assets due to be acquired from Sevenoaks District Council.
- d. Approve expenditure within budget on Tree management at Beldam Haw allotments.
- e. Following the impending Broke Hill planning outcome announcement, to consider budget and expenditure for legal representation.

9. Reserves and Investments

- a. Consider reserves and investments.
- b. Consider approval for Clerk to proceed with investment of cash reserves.

10. Date of next meeting – Wednesday 18th November at 09.30am