



BRADFIELD PARISH COUNCIL

Clerk to the Council: Mrs Marie Snell

Bradfield Village Hall, The Street, Bradfield, Essex, CO11 2UU Tel: 07851 760264

E-mail: clerk@bradfieldparishcouncil.org.uk

Minutes of the Finance Committee Meeting held at Bradfield Village Hall on Tuesday 20th May 2025 at 7.30 pm

| | |
|----------------------|-----------------------------------|
| Present: | Councillors Coley, Scott and Weal |
| In the Chair: | Cllr Burton |
| Clerk: | Mrs Marie Snell |
| Also present: | No members of the public |

FC01/25 Election of Committee Chairman

Members **RESOLVED** to elect Cllr Burton as Chairman of the Finance Committee for the 2025-2026 municipal year.

FC02/25 Election of Committee Vice-Chairman

Members **RESOLVED** to elect Cllr Coley as Vice-Chairman of the Finance Committee for the 2025-2026 municipal year.

FC03/25 Apologies for Absence

None

FC04/25 Members' declaration of interests

None

FC05/25 Minutes

Members **RESOLVED** that the minutes of the Finance Committee meetings held on the 4th December 2024 and 22nd April 2025 were approved as a correct record and signed by the Chairman.

FC06/25 Public Participation

None

FC07/25 Year End 2024-2025

The clerk confirmed the successful close down of the financial year 2024-2025 and confirm the submission of VAT return.

FC08/25 Budget

Members received budget update from the clerk (*circulated separately*) and considered the estimates for income and expenditure for the 2025/26 financial year including recommendations for Ear Marked Funds to remain as currently.

The budget continues to allow the council to retain all its current provision.

FC09/25 Clerk Training

Members **RESOLVED** to agree the expenditure for the clerk to commence FiLCA training at the cost of £60 excl VAT (£120 excl VAT total cost split with clerk's other council employer).

FC10/25 Council Asset Register

Members confirmed receipt of the asset register (*circulated separately*) as at 31st March

2025 and **RESOLVED** to approve the contents as an accurate account.

FC11/25 Investment and Saving Scheme

Members considered the movement of financial reserves into possible savings or investment scheme for security of funds, options of investment recommended by the clerk (*circulated separately*). It was agreed to defer decision making pending further information, to be discussed at Full Council meeting on 3rd June 2025.

FC12/25 To agree a date and time for the next meeting

To be held at Bradfield Village Hall, The Street, Bradfield, CO11 2UU, on 22nd July 2025 at 7.30pm.

The Chairman closed the meeting at 7.41pm.

Signed

Date