



UPTON & NORTH ELSALL PARISH COUNCIL

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MINUTES OF A MEETING OF THE FINANCE COMMITTEE

Held on Tuesday 28th July 2026 at 6:30pm at the Village Hall

Present: Councillor E Farmer – Vice-Chair
Councillor H Owen
Councillor S Spencer – Chair

Helen Senior – Clerk & RFO

Absent: Councillor A Miles

1. To appoint a Chair of the Finance Committee for the 2026/27 municipal year.

RESOLVED: that Councillor S Spencer be appointed as the Chair of the Finance Committee for the 2026/27 municipal year.

2. To appoint a Vice-Chair of the Finance Committee for the 2026/27 municipal year.

RESOLVED: that Councillor E Farmer be appointed as the Vice-Chair of the Finance Committee for the 2026/27 municipal year.

3. Apologies and Reasons for Absence.

3.1. To receive apologies.

No apologies were received.

3.2. To consider approval of the reasons for absence.

No reasons for absence were recorded.

4. Declarations of interest.

4.1 To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests.

No declarations were received.

4.2. To consider any applications for dispensation.

There were no applications for dispensation.

- 5. To receive and note the Finance Committee's Terms of Reference, as set out within the Council's Scheme of Delegation.**

RESOLVED: that the Finance Committee's Terms of Reference be received and noted.

- 6. To receive and scrutinise the final financial position for 2025/26 as at 31st March 2026 (Month 12), including the cashbook, balance sheet and year-end budget monitoring report.**

RESOLVED: that the final financial position for 2025/26 be received and scrutinised; and that no specific concerns requiring action were identified.

- 7. To receive and scrutinise the Quarter 1 financial position for 2026/27 as at 30th June 2026, including the cashbook reports, balance sheet, budget monitoring report and any actual or potential overspends, and to consider any significant movements since the 2025/26 year-end.**

RESOLVED: that the Quarter 1 financial position for 2026/27 be received and scrutinised; that Councillor Spencer establish the anticipated future expenditure required for the flower tubs and report his findings to the Committee for budget consideration; and that the Finance Committee recommend to Full Council that the Village Hall – General Maintenance budget be increased by £2,000, funded from the General Reserve, to ensure sufficient budget provision for the remainder of the 2026/27 financial year.

- 8. To receive and scrutinise the completed bank reconciliations and corresponding independent checks for March, April and May 2026, noting the reconciled balances and considering any matters or exceptions arising.**

RESOLVED: that the completed bank reconciliations and independent checks for March, April and May 2026 be received and scrutinised; and that no matters or exceptions were identified.

- 9. To review the Council's VAT position for Quarter 1 of 2026/27.**

RESOLVED: that the Council's VAT position for Quarter 1 of 2026/27 be reviewed; and that no issues were identified.

- 10. To review movements in the Council's general and earmarked reserves between 31st March and 30th June 2026 and consider whether any recommendations should be made to Full Council.**

RESOLVED: that movements in the Council's reserves be kept under review and that no recommendation to Full Council is considered necessary at this stage.

11.To review the operation of the Council’s internal financial controls during Quarter 1, including banking arrangements, online banking, payment authorisation and accounting procedures.

RESOLVED: that the operation of the Council’s internal financial controls during Quarter 1 be reviewed and considered adequate.

12.To receive and note financial information provided by South Kirkby and Moorthorpe Town Council in relation to the Joint Burial Committee, and to consider its implications for the Council’s future budget provision.

RESOLVED: that the financial information provided by South Kirkby and Moorthorpe Town Council in relation to the Joint Burial Committee be received and noted; and that the projected net expenditure implications be considered when preparing the draft 2027/28 budget.

13.To note the timetable for preparing the 2027/28 draft budget and precept recommendation to Full Council.

RESOLVED: that the timetable for preparing the 2027/28 draft budget and precept recommendation be noted as follows:

Meeting date	What will happen?
1 st September 2026	Staffing Committee will identify and recommend its budget requirements.
22 nd September 2026	Allotments Committee will identify and recommend its budget requirements.
6 th October 2026	Events Committee will identify and recommend its budget requirements.
20 th October 2026	Full Council will identify any projects it wishes to be considered.
27 th October 2026	Finance Committee will review the requests and make further suggestions.
17 th November 2026	Full Council will review the draft and suggest any amendments.
19 th January 2027	Full Council will approve the budget and precept demand.

14.To confirm any recommendations arising from the meeting to be referred to Full Council.

RESOLVED: that the Finance Committee recommend to Full Council that the 2026/27 Village Hall – General Maintenance budget be increased from £2,000 to £4,000, with the additional £2,000 funded from the General Reserve, to provide sufficient budget for general maintenance during the remainder of the financial year. The servicing and unplanned emergency repairs to the village hall’s emergency lighting accounted for £1,860 of the original £2,000 budget during Quarter 1.

15.To note that the next meeting of the Finance Committee will take place on Tuesday 27th October 2026 at 6:30pm at the Village Hall.

RESOLVED: that the next meeting of the Finance Committee, due to be held on Tuesday 27th October 2026 at 6:30pm at the Village Hall, be noted.

In the absence of any further business, the Chair thanked everyone for their attendance and closed the meeting at 7:40pm.