

Cottingham Parish Council



FINANCE COMMITTEE MEETING
HELD AT COTTINGHAM PARISH COUNCIL OFFICES, 9 THE COTTAGES,
MARKET GREEN, COTTINGHAM
AT 6PM TUESDAY 6th NOVEMBER 2025

MINUTES

PRESENT: Cllrs: Kind, Jump, Stather, Larkin and Porteus
Clerks: J Price, N Pape

60. DECLARATIONS OF INTEREST

- 60.1 To record declarations of interest by any member of Council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.
- 60.2 To note dispensations given to any member of the Council in respect of the agenda items listed below

There were no declarations of interest and no dispensations had been requested.

61. TO RECEIVE AND APPROVE APOLOGIES

Apologies had been received from Councillor Kemp.

Resolved: that the apologies be received.

62. TO RECEIVE AN UPDATE ON THE FINANCIAL POSITION OF THE COUNCIL, REVIEW BUDGET, AND REVIEW OCTOBER PAYMENTS

62.1 The Clerk submitted reports that had been circulated to the committee in advance of the meeting relating to transactions in October, budget reconciliations and the budget position at the end of October 2025. Councillors raised questions relating to projected expenditure for the remainder of the financial year

Resolved:

- i. **that it be recommended to the Parish Council that the reports be approved;**
- ii. **that the Clerks submit projected expenditure for the remainder of the financial year to a future meeting of the Finance Committee.**

63. TO CONSIDER THE BUDGET UPDATE FOR 2025/2026 AND MAKE RECOMMENDATIONS ON ANY VIREMENTS REQUIRED

- 63.1 Cllrs referred to the 2025/26 budget and made recommendations regarding virements and transferring of funds to appropriate ear marked reserves

Resolved: that it be recommended that ear marked reserves are reviewed to reflect long term commitments and aspirations

64. TO CONSIDER BUDGET REQUESTS FOR INCLUSION IN A PROPOSED BUDGET FOR 2026/27

64.1 Cllrs considered budget requests for 2026/27, taking into account increased prices and planned projects and made recommendations about the level of budget provision required for 2026/27

Resolved: that the proposed budget be considered at an informal meeting of the Parish Council prior to being submitted to Full Council in January 2026.

65. TO REVIEW THE RISKS RELATING TO FINANCE/GENERAL ADMINISTRATION

65.1 The Committee considered risks relating to Lane, Meetings of the Council, Provision of Office Accommodation, Provision of Website/Internet Access & Websites,

Resolved:

- i. **that the risk register be amended as agreed;**
- ii. **that further risks are considered by further meetings of the Finance Committee, and**
- iii. **that risks scoring more than 6 be reviewed at future Finance Committee meetings**

59. INFORMATION AND AGENDA ITEMS FOR THE NEXT MEETING (DISCUSSION ITEMS ONLY) AND TO SET DATE FOR NEXT MEETING

Items for next agenda:

To review further risks relating to finance/general administration/health & safety

Date and time of next meeting: 7pm, Thursday 8th January 2026

There was no other business and the meeting closed at 7.49pm

Signed:
(Chair of the Parish Council)