

# *Cottingham Parish Council*



**FINANCE COMMITTEE MEETING**  
**HELD AT COTTINGHAM PARISH COUNCIL OFFICES, 9 THE COTTAGES,**  
**MARKET GREEN, COTTINGHAM**  
**AT 6.30PM MONDAY 8<sup>th</sup> DECEMBER 2025**

**MINUTES**

PRESENT: Cllrs: Kind (from minute 71) Jump, Kemp, Stather and Porteus  
Clerk: J Price

*Councillor Stather took the Chair in Councillor Kind's absence*

67. DECLARATIONS OF INTEREST

- 67.1 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.
- 67.2 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.

68. TO RECEIVE AND APPROVE APOLOGIES

Apologies had been received from Councillor Larkin.

**Resolved: that the apologies be received.**

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

69.1 The Clerk submitted reports that had been circulated to the committee in advance of the meeting relating to transactions in November, budget reconciliations and the budget position at the end of November 2025.

**Resolved:**

- i. **that it be recommended to the Parish Council that the reports be approved, and**
- ii. **that the Clerks submit details of any commitments that would significantly impact on the project budget**
- iii. **that future lists of detailed payments/expenditure are reviewed by two nominated Councillors on a regular basis in line with Financial Regulations.**

70. TO NOTE THE INTERIM INTERNAL AUDIT REPORT

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*Chair: Councillor Julia Marten Tel: 01482 843399 Clerks: N Pape/J Price*

- 70.1 The Clerk submitted the interim internal audit report noting that no issues had been identified. Cllrs referred to some formatting and wording errors in the report.

**Resolved:**

- i. **that the report be accepted;**
- ii. **that the auditors comments regarding the very high standard of accounts and governance arrangements be noted, and**
- iii. **that the Clerks be thanked for their hard work, commitment and accuracy.**

*Councillor Kind took the Chair*

71. TO CONSIDER THE DRAFT BUDGET FOR 2026/27 AND MAKE RECOMMENDATIONS TO THE PARISH COUNCIL ON THE LEVEL OF PRECEPT REQUIRED.

71.1 The Chair referred to the detailed discussions that had taken place in the informal meeting with all councillors and highlighted amendments that had been made to the proposed budget. Councillors discussed the need to make provision for possible development of the bike track and to ensure that there was adequate provision for ongoing maintenance, and also that it would be beneficial for there to be a formal agreement with the bike track support group to clarify their role. Following discussion it was proposed to recommend to the Parish Council that the draft budget be agreed and that the precept be increased to £267,500 which represented a 3.06% increase for a Band D property compared with 2025/26.

**Resolved:**

- i. **that it be recommended to the Parish Council that the draft budget for 2026/27 be agreed and that the precept be set at £267,500**
- ii. **that further clarification be sought on the possible costs of redeveloping the bike track, and**
- iii. **that the Clerks met with the bike track support group to discuss them becoming formally constituted and developing a formal agreement with the parish council to clarify their role.**

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

**Items for next agenda:**

**To review any remaining risks relating to finance/general administration/health & safety**

**Date and time of next meeting: to be confirmed**

There was no other business and the meeting closed at 7.59pm

Signed: .....  
(Chair of the Parish Council)