

Great Waltham Parish Council

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Minutes of the meeting of the Finance and General Purposes Committee of Great Waltham Parish Council held in the Pavilion, South Street, Great Waltham on Monday 06th July 2026.

1. Elect a Chair
Cllr Gilbert was elected.
2. Chair's Welcome:
Chair: Gilbert.
Cllrs: Martin, Stephenson and Nicholls.
3. Apologies for Absence.
Cllr Jackson and Cllr Holland.
4. Declarations of interests (existence and nature) with regard to items on the agenda and requests for dispensation.
There were no declarations.
5. Public Participation session - items do not need to on the agenda.
There were no members of the public present.
6. To review open items on the Action Tracker circulated prior to the meeting.
Several items were closed.
Clerk to reissue the insurance documents for 2026 – 2027 so that members can note any relevant age limits for heads of cover.
7. Review of the Budget Performance FY 2026-2027.
Two reports were used to review performance.
The Financial Budget Comparison and Budget Headings Transaction Details reports for the financial year to date were considered line by line. There were no significant of unexpected divergences from the budget plan. A further reserve report will be issued next meeting.

Resolution: Clerk to review the Budget Headings Transaction Details report format to ensure consistent reporting.

Resolution: Clerk to undertake another VAT re-claim in July.

8. To consider the financial implications of recommendations from the Recreation Committee in relation to asset refreshes and refurbishments.
A list of known asset refresh/refurbishment requirements was reviewed. Overall, there is at least £50k worth of works at various levels of urgency (in addition to the already agreed works to complete the Great Waltham Recreation Ground play area project). A spreadsheet offering a priority order was reviewed and the need to obtain further information on some items was noted.

Resolution: Clerk to request quotes for replacements bollards around the green at Broad's Green and to investigate alternative potential solutions.

Resolution: Clerk to request quotes for replacement fencing at Ford End Recreation Ground car park.

Resolution: Clerk to ask Wicksteed if repair options are available for the agility trail at Ford End Recreation Ground.

9. To receive an update on the financial requirements for the completion of the Great Waltham Recreation Ground play area project.
The Phase 2 quote from HAGS was received shortly before the start of the meeting. With minor modifications to the original design a provisional figure of £102,000 (plus VAT) has been indicated. Details need to be scrutinised and checked with our HAGS

sales representative. Based upon this information there is also a need to understand the optimal/earliest date an order can be placed, taking account the Council's other planned expenditures – the Clerk was asked to offer a forecast to help inform this decision.

The Committee recommends that the recently received CIL money (£5,243.47) from Chelmsford City Council be used to help fund the play area project.

Resolution: **Clerk to work on financial forecast for October 2026 and April 2027.**

Resolution: **The Committee recommends the recently received CIL money from Chelmsford City Council is used to help fund Phase 2 of the play area project.**

10. To consider the impact of projected spends on reserve accounts.
The Council has a number of reserve accounts. Some will be called upon to fund the works discussed in items 8 & 9 above. The budget meeting on 12/10/2026 will assess how those accounts would need be replenished to maintain a strong financial position in 2027/28.

Resolution: **Clerk to work on the current data to forecast the proposed spend from reserves by March 2027.**

11. To identify and consider the information and reports needed for the Committee's next (budget) meeting on 12/10/2026.

Resolution: **Clerk to gather data and identify reports required for the 2027-2028 budget meeting in October.**

Members – Cllr Jackson, Cllr Martin, Cllr Gilbert, Cllr Stephenson , Cllr Nicholls and Cllr Holland.

Meeting closed 21:20
Will Adshead-Grant
Clerk to the Council.