LOCAL COUNCIL AWARD SCHEME FOUNDATION

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 12th October 2026 .

1. Chair's Welcome:

   Chair: Gilbert.
   Cllrs: Jackson, Martin, Stephenson, Nicholls and Holland.

2. Apologies for Absence.
   None required.

3. Declarations of interests (existence and nature) with regard to items on the agenda and requests for dispensation.
   No declarations.

4. Public Participation session - items do not need to on the agenda.
   One member of the public to review the budget.

5. Review open items on the Action Tracker – (circulated prior to the meeting).
   The tracker was reviewed and updated with items closed as completed.

6. Review of the Budget Performance 2026-2027 to date.

	Budget	YTD	Balance
Total Income	£129,992.04	£129,536.44	-£455.60
Total Expenditure	£129,992.04	£76,280.08	£53,711.96

   The Budget was reviewed line by line to consider the areas of expenditure.
   The Budget was noted at half year as being in a good position.
   Total income will be achieved by year end a new regular hirer has started.

   Resolution: The Budget was noted.

7. To consider changes to allotment hiring fees.

   Resolution: Defer this item until January 2027.

8. To consider changes to Pavilion hiring fees.

   Resolution: Defer this item until January 2027.

9. To confirm the funds currently in the Council's reserve accounts and the projected amounts at the end of 2026/27 accounting period.

End April 2027 Projection				
	Actual			
Current Account - 08-10.2026	£1,022			
Savings Account - 08.10.2026	£122,779			
	£123,801			
Reserves				
General (Redwood Account) - 08.10.2026	£17,091			Estimated Balance Year End
	£140,892			
Earmarked Reserves				
Safety Schemes	£8,540	£720	per quarter	£7,100
Allotments Deposit	£850	£100	Potential new hirers	£950
Capital Refresh Reserve	£34,135		No additional income	£34,135
Asset Refresh (Non-playground) Reserve	£5,430		No additional income	£5,430
	£48,955			£47,615
Balance				
Cash in hand	£91,937	£3,142	Per Month	£73,085
				£8,619
Average Monthly Expenditure of budget	£3,142		General Reserve	£81,704
Other Income expected	£7,829	(Pavilion + Allotments + Vat + Interest)		
One Off expenditure	-£1,350	(Parking + Wreath)		
Expected Vat recovery on next 6 months spend	£2,140			
	£8,619	Add to Cash in Hand		

The projected year end position indicates that funds exist to proceed with the purchase order process for Phase 2 of the play area project (see next item).

10. To consider and agree the source funding for Phase 2 of the Great Waltham Recreation Ground play area refurbishment project.

    After a careful review of the accounts and budget at half year point and current reserves a sufficiently robust position was noted to permit funding of Phase 2.

    Resolution: The Committee recommends proceeding to Phase 2 using a mix of existing and next year's capital works reserves.

11. To agree reserving requirements for asset repair/replacement for 2027/28 (including any earmarked reserve accumulation for later years).

    After a careful review of the works identified, it was agreed to use the prioritisation spreadsheet to plan accordingly, noting that works on some assets may become more urgent and therefore advance up the priority list.

    Resolution: A specific Ford End Recreation Ground earmarked reserve to be created in 2027-2028 to ensure a working capital fund accumulates.

12. Discuss and agree a recommended budget for 2027-2028.

    After a careful review of the normal business spend and the additional spend plans for 2027-2028 a budget was agreed.

    Resolution: A budget of £134,800 was agreed and will be recommended to the full council.

13. Discuss and agree a precept demand on Chelmsford City Council for 2027-2028 (to be agreed in full council).

    After reviewing the income and reserves a precept was agreed upon. The increase is noted at under 5%, around £5 per annum extra for a Band D property.

    Resolution: A precept of £112,000 was agreed and will be recommended to the full council.

Meeting closed 21:18