

Minutes from FINANCE AND GOVERNANCE COMMITTEE meeting held Tuesday 21st July 2026 at 2.30pm at the Town Hall.



1. **Apologies:** To receive apologies for absence.
Cllr Goldsmith – noted.
2. **Declarations of interest:**
 - To receive any declarations of ORI/ Non-Registerable interest regarding the agenda.
Cllr Jarvis re any matters to do with Caravan site/ harbour.
Cllr Flunder re Light up Southwold
 - To receive any declarations of Disclosable Pecuniary Interest regarding the agenda. Nil
 - To receive any request for dispensations regarding the agenda. Nil
3. **Matters from the public on matters relating to matters on the agenda.** Nil
4. **Minutes of the previous meetings** – to approve. Approved
5. **To Review management accounts to 30th June 2026.** See attached budget and budget notes which explain full position.
6. **To review the balance sheet** and to approve reconciliations to 30th June 2026. See attached. No recommendations.
7. **To review Reserves.** Reviewed and confirmed.
8. **Investment – CCLA** – to consider whether withdrawals / investment required. No movements required at present.
9. **Cil Balances** – June 2026. No income received in April 2026.
10. **Internal Audit Report to 31st March 2026** – recommendations re pre-paid card. Following contact with those suggested in the internal audit report it was proposed and agreed that a card be obtained from Equals.

Review of pages 1 – 5 in detail – any matters to take forward. These pages were considered in detail. Continual notes - One diary note to be made in relation to page 6 and one matter to be minutes in accordance with page 3.
11. **Tenders/ Quotes** – Replica Mayoral Chain. **Previous quote from Nov 2025 of £14,475 was reviewed. This item had been placed in the budget for 2026/2027 at £14,500. Agreed to recommend purchase with delegated auth to be provided for Finance cttee to approve max £15k.**
12. **Bank signatories / CCLA signatories** - To review. The existing members of this cttee and the Town Clerk are signatories – no further amendments required at the present time.

13. **Insurance Claim** - has been made for the vandalised window at the Station Road shop. Monies received from the insurers. Invoice for payment awaited.
14. **Policies for review – a) Absence. Non attendance Policy b) Expenses. Travel Policy**
Both policies were reviewed. Both have been updated with current information. Propose for approval at Town Council
15. **Grants / Donations** update of those received and any new opportunities/ requests including;
Monies Received – ESC Grant awarded: £1,645 CCTV near pier/ putting green. £375 towards Heritage O Day promotion. Noted.

Grant Opportunities - See ESC weekly grant Finance updates. Noted.

Other Grants / donations information and requests received –

- a) update re Old Hospital defib. Following the provision of details of an alternative supplier by the Town Clerk, the Old Hospital has managed to secure a defib from London Hearts at reduced cost of £950 plus Vat which should save them around £150. Donation of £750 to be made as previously agreed.

b) Light Up Southwold – have requested a donation of £1250 towards the Lights for 2026. Propose to approve.

16. **LGR – update.** Following the Cabinet reshuffle Angela Rayner is the new Secretary of State for Housing, Communities and Local Government.
17. **Risk management – any additional factors to consider. – Nil**

Terms of Reference to consider – a) NSIP working group b) Harbour - Caravan Site and Camping Field Ownership Research Working Group.
See attached. Propose to approve.

18. **If Required Exclusion of Public and Press:** *Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed that, due to the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following.*

Property rental matters – rent arrears. One tenant is in arrears – to be reviewed Sept 2026.

Sale of 1 Strickland Place – update provided.

Casino – 4 applicants. Landlords cttee will provide a recommendation to Full Council.

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