



Minutes of the Finance Committee meeting held on Monday 27th July 2026 at St Mary's Place Community Room, Cleobury Mortimer commencing at 7pm.

Present:

Cllr Geoff Hainsworth, Cllr Guy James, Cllr Helen Smith and Cllr Ben Williams.
Town Clerk and Responsible Financial Officer: Mrs D McBride.

Chair, Cllr Hainsworth welcomed everyone to the July Finance Committee meeting.

07.01.26F Election of Finance Committee Chair.

Cllr G Hainsworth was elected Chair of the Finance Committee.

07.02.26F Election of Finance Committee Vice-Chair.

Cllr G James was elected Vice-Chair of the Finance Committee.

07.03.26F Apologies for absence.

There were no apologies.

07.04.26F Declaration of interests.

There were no declarations of interest.

07.05.26F Public Participation Session.

There were no members of public present.

07.06.26F Minutes of the Finance Committee meeting held on Monday 30th March 2026.

The Minutes from the Finance Committee meeting held on Monday 30th March 2026, were approved and duly signed by the Chair.

07.07.26F Matters Arising from the Minutes / Update since last Finance Committee meeting.

1. The Clerk had circulated the Terms of Reference for the Finance Committee with the Meeting papers. These had been read and duly noted.
2. The Clerk had circulated new Internal Controls Procedures following the recent audit. These were reviewed and supported as they provide for improved financial and operational management.

07.08.26F 2026-27 Accounts year-to-date.

1. The Receipts and Payments account figures were reviewed against budget and year-end forecast figures. It was noted that forecast figures are representative of the budget except for a lower VAT refund but increased grant and Cemetery income. Fees and Subscriptions are higher than predicted and the replacement bus shelter has been paid for this year (following receipt of the insurance claim last year). The tree management and safety work costings are unknown at this point. The Finance Committee approved the Receipts and Payments as presented and this was duly signed by the Chair.
2. The Bank Reconciliation was reviewed as being correct and duly signed by the Chair. The Committee approved the escalation of the issue of outstanding amending to the direct debit with HMRC.
3. The Petty Cash Account was reviewed as being correct and duly signed by the Chair.
4. The Earmarked Reserves were reviewed along with capital and revenue expenditure items. The Environmental Maintenance reserve has been increased to reflect the higher than predicted grant – which must be match-funded. The £500 earmarked for Dementia support is to be paid to Compassionate Communities (who hold monthly meetings for those with dementia and their carers). Earmarked money for Memorial maintenance, the 800th Event and Tourism was moved to the general reserve. The Finance Committee approved the amended Earmarked Reserves and this document was duly signed by the Chair.

07.09.26F Contractors.

The Committee reviewed the list of approved contractors and the terms of engagement process.

07.10.26F Tree Management.

The Committee reviewed the specification for tree work tenders following receipt of inspector's report. Following a few amendments, to reduce the height of the lime trees in the Churchyard, the covering letter and specification were approved.

Initials.....



07.11.26F

Shropshire Council's proposed devolution of assets and services.

The Committee recognised the desire to undertake some work on Shropshire Council assets but noted that funding from Shropshire Council would be needed to do so. Some areas are so neglected that they are a health and safety concern. It was agreed to progress the options of partnership working through contacts in Street Scene and the Shropshire Association of Local Councils Committee.

07.12.26F

Date of the next Finance Committee meeting.

The next Finance Committee meeting will be held on Monday 26th October 2026 at 7pm at St Mary's Place Community Room, Cleobury Mortimer.

Meeting closed at 7.58pm.

Signed Chair:

G Hainsworth

Date: 26th October 2026