



# MINUTES OF THE MANAGEMENT & FINANCE COMMITTEE MEETING

Held on 8 January 2026, at 19:30h, at Burton Village Hall, Northfield Lane, High Burton, Huddersfield, HD8 0QT

**Present:** Cllr J Taylor in the Chair.

**Cllrs:** B Armer, R Bray, P Brook, J Cowan, D Hardcastle, D Knight, P Taylor, and C Voyce.

**Officer in attendance:** Ms A Greenwood.

## Welcome

The Chair welcomed everyone.

## Public Participation

No members of the public were present.

**The Chair formally opened the Committee meeting.**

### **MIN MF47: Apologies**

No apologies for absence were received. Cllr P Taylor explained he may need to temporarily leave the meeting as his attendance was also required at a KHCA meeting.

### **MIN MF48: Declarations of interest**

No declarations of interest were made.

### **MIN MF49: Admission of the Public**

No items on the agenda warranted public restriction.

### **MIN MF50: Increasing the Small Annual Grant and Clock Grant Award**

**Resolved:** to recommend that the Council increase the small annual grant maximum award amount to £350 and the clock grant maximum award to £300.

*Cllr P Taylor left the room at 19:36h.*

### **MIN MF51: Q3 Budget vs. Actual**

**Resolved:** to recommend that the Council authorise and publish the 25-26 Q3 Budget vs Actual statement, with an amendment on line 21 Insurance and an amendment on line 51 Hanging baskets; the budgeted amount for payments on line 21 should read £3600 and line 51 should read £8550.

### **MIN MF52: Q3 Bank Reconciliation**

**Resolved:** to recommend that the Council authorise and publish the Q3 bank reconciliation.

*Cllr P Taylor returned to the room at 19:52h.*

### **MIN MF53: Budget 26/27**

**Resolved:** to recommend that the Council authorise and publish the budget for 2026/27, with the amendments of line 21 Insurance reading £3700 and line 51 Hanging baskets reading £9500, and for the prospective shortfall of £8,585 to be met from General Reserves.

**MIN MF54: Reserves 26/27**

**Resolved:** to recommend that the Council authorise and publish the Earmarked Reserve allocations for 2026/27.

**MIN MF55: Precept Request 26/27**

**Resolved:** to recommend that the Council authorise the precept request for 2026/27 to be £167,000.

**MIN MF56: Precept Banking Treatment 26/27**

**Resolved:** to recommend that the Council allow for the transfer of precept monies, when received, from the HSBC bank accounts into the CCLA PSDF account, as and when required.

**MIN MF57: Updated Financial Regulations**

**Resolved:** to recommend that the Council authorise and adopt the updated Financial Regulations with an amendment to section 8.1 reading: "The Council will not accept payments by cheque. The Council will not issue payments by cheque, other than the existing arrangement."

**MIN MF58: Interim Audit Report**

**Resolved:** to recommend that the Council delegates the implementation of the findings from the interim audit report to the Clerk, in liaison with the Chairman, Vice Chairman and Chair of the Management and Finance Committee who will monitor on-going progress throughout the eighteen-month programme.

**MIN MF59: Meeting date**

**Resolved:** for the date of the next meeting to be in late March 2026 with the precise date to be set by the Chair in liaison with the Clerk.

**The Committee Chairman thanked committee members for attending and closed the meeting at 20:32h.**