



WIVENHOE TOWN COUNCIL

Town Mayor: Cllr Glynis Hailes-Morley ~ Town Clerk- Jo Beighton-Emms
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1 September 2026

Dear Councillor,

You are hereby summoned to a meeting of the Finance and Personnel Committee to be held in the Council Chamber, Council Offices, at **7:00pm** on **Monday 7 September 2026** for consideration of the business set out below.

Yours faithfully,

J Beighton-Emms

Jo Beighton-Emms
Town Clerk

If you are a member of the public who would like to attend, please contact the Town Clerk in advance of the meeting.

Agenda

A reminder to the Chair to notify attendees of the location of the fire exit and the assembly point by the WTC noticeboard located at the front of the Council Offices.

Public questions: are invited prior to the start of the meeting for a maximum of 10 minutes and limited to 3 minutes per person at the discretion of the Chair.

PART A

1. **Apologies for absence:** To receive apologies for absence.
2. **Declarations of interest:** Councillors will be asked to say if there are any items on the agenda about which they have a disclosable pecuniary interest which would prevent them from participating in any discussion of the item or participating in any vote upon the item, or any other registerable interest or non-registerable interest.
3. **Minutes of the previous meeting:** To approve the minutes of the meeting held on 27 July 2026.
4. **CCLA Investments:** To discuss the information received from CCLA with the CCLA representative about investments for the council.

5. **Budget update:** To update the committee on the current budget and to discuss the budget planning for 2027/26 and hire charge increases.
6. **Equipment for the yard:** To discuss the trial of the electric tools for September in the yard.
7. **Minibus working group update:** To update the Committee on the minibus policy.
8. **Community Fund Applications:** To discuss applications received.
9. **Update from the Finance & Personnel meeting held on 27 July 2026:** To report on items to be updated throughout the year (Financial regulations, financial plan, asset register, payroll budget, new employment contract, cyber cover, risk assessment, transparency code & calendar of dates).
10. **Date of next meeting:** To be agreed.
11. **Exclusion of press and public:** In accordance with Paragraph1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Council is invited to consider if the press and public should be excluded from the meeting during the consideration of the following item(s) owing to the confidential nature of the business.

PART B

None.