

MINUTES OF FINANCE APPROVAL COMMITTEE MEETING
MONDAY 12 JANUARY 2026, LAYER VILLAGE HALL, 10:00am

Chair	Councillor Mrs M Holmes	Present
Vice Chair	Councillor Mr P.R. Pyke	Present
	Councillor Mrs M. A. Hughes MBE	Present
	Councillor Mrs S.E. Hughes	Absent
Clerk & RFO		Present

F2526/40 APOLOGIES

- a. **RECEIVE** apologies for absence Cllr Mrs. S Hughes, proposed by Cllr Mr. P Pyke, seconded by Cllr. Mrs M A Hughes MBE, agreed by all.

F2526/41 DECLARATIONS OF INTEREST

- b. **RECEIVE** declarations of interest relating to the agenda - **NONE**

F2526/42 MINUTES OF THE PREVIOUS MEETING

- a. **RESOLVE** to **APPROVE** minutes (previously circulated) of the previous meeting – *for signature by the Chair* The minutes of the previous meeting were approved and duly signed by the Chair, proposed by Cllr Mr. P Pyke, seconded by Cllr Mrs. M A Hughes MBE, agreed by all.

F2526/43 FINANCE

- a. **RECEIVE** and **CONFIRM** bank reconciliation, cashbook and budgets - *for signature by 2 members.* The bank reconciliation, cashbook and budgets update were **RECEIVED** and **CONFIRMED**, duly signed by two members.
- b. **RECEIVE** and **APPROVE** accounts for payment - *for signature by 2 members.* The accounts payable were **RECEIVED** and **APPROVED**, duly signed by two members. Payments were approved by 2 members in the Unity Trust Bank app.
- c. **RECEIVE** progress report from Clerk and RFO, including budgets/precept update The Clerk & RFO informed the meeting that a VAT reclaim had been submitted to the value of £1,146,40.

The Clerk & RFO along with Cllr M A Hughes MBE and Cllr Ian Moore met Suffolk Tennis Courts at the multi sports courts. The representative from Suffolk Tennis Courts explained the proper maintenance regime for the multi sports courts, which had not been kept to by the Parish Council. **ACTION:** Clerk & RFO to present paper to full PC Meeting re costs of proper maintenance schedule, what remedial action is required and funding options.

The updated budget proposal (all updates applied from the previous PC meeting that approved a final budget for 25/26) was presented, in addition, the signed precept form for FY26/27 that was sent to CCC.

The Clerk & RFO also informed the meeting of the need for a new CCTV control unit after a visit from RJ Edwards to review ongoing issues with the system. A quote for a replacement unit will be presented.

F2526/044 NEXT MEETING – 9th February 2026 at 10:00.

Close of meeting at 10:45