
MINUTES of the Finance Committee Meeting held on Wednesday 22nd July 2026 at 7pm at Brantham Village Hall

Present: Cllrs Bridgeman, Clark, Cherry & Osben (Chair)
In Attendance: Sarah Keys (Clerk/RFO), Lauren White (Assistant Clerk)

FC 07.26.01 OPENING

The Chair declared the meeting open at 7:00pm and thanked all for attending.

The Chair reminded those present that in accordance with legislation, the public and councillors were permitted to film, record, photograph or use social media in order to report on the proceedings of the meeting. A full transcript is available on the Council's [website](#).

FC 07.26.02 DECLARATIONS OF INTEREST

- a) To receive declarations of disclosable pecuniary interests, non-registerable interests and other registerable interests as detailed in Appendix B of the LGA Model Code of Conduct – none received.
- b) To note the determination of requests for dispensations in accordance with council's Standing Orders – none received.

FC 07.26.03 APOLOGIES FOR ABSENCE

- a) Committee to receive apologies – none received
- b) The Committee to consent to apologies received – N/A

FC 07.26.04 MINUTES

- a) To consider and approve the minutes of the Finance Committee meeting on 3rd June 2026 – the Committee reviewed the minutes. **AIF for approving the minutes (Cllr cherry abstained from the vote).**

FC 07.26.05 PUBLIC FORUM

- a) To receive comments from the members of the public present on the agenda under discussion – none received.
- b) To receive comments from the members of the public present on any other financial matters within the village of Brantham – none received.

FC 07.26.06 SKATE PARK INVITATION TO TENDER

- a) To review the proposed Skate Park Invitation To Tender document as circulated by the Clerk – Chair, Cllr Osben said well done to the clerk for all the work that has gone into this. Members reviewed the invitation to tender document, it was suggested to create a more generic email like hello@branthamparishcouncil.gov.uk for submissions. The clerk noted that there will be a cost implication for the extra email address. The committee discussed the possibility of having a project manager who isn't part of the parish council for the project and agreed this decision would be reviewed when tenders are evaluated. Evaluation process would be reviewed by a team, suggestion to have on that team, Cllr Donaldson, Cllr Bridgemen (parish chair), Cllr Osben (Finance Committee Chair) and Cllr Edevane with the Clerk. Proposed – Cllr Osben. 2nd – Cllr Clarke. **AIF**

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- b) To formally approve the ITT document and its circulation to Skate Park providers – **AIF**
 - c) To formally approve any other next steps as necessary - **AIF**

FC 07.26.07 DATE OF NEXT MEETING

Wednesday 26th August 2026, 7pm at Brantham Village Hall.

Meeting closed at 7.14pm

SIGNED.....DATED.....