



*Meeting (No)*     **Finance & Administration Committee (3)**  
*Time & Date*     **6pm   Tuesday 11<sup>th</sup> November 2025**  
*Place*                **Neston Town Hall**  
*Document*          **Minutes**

**Present:** Cllrs C. Braithwaite, S. Davies, S. Jones, P. Kynaston and D. Ruscoe.

**In attendance:** Z. Dean (Locum Chief Officer)

The Locum, Chief Officer handed out copies of the updated budget sheet to members at the beginning of the meeting.

<b>PART 1: Items considered in the presence of the press and public</b>	
<b>19</b>	<b>Apologies for Absence</b>
	<p><b>It was RESOLVED:</b> To accept apologies from Cllr S. Hudspeth due to work commitments.</p> <p>Cllr P. Doughty was absent.</p>
<b>20</b>	<b>Public Participation</b>
	No members of the public were present.
<b>21</b>	<b>Declarations of Interest</b>
	None received.
<b>22</b>	<b>Minutes of the Last Meeting</b>
	<p><b>It was RESOLVED:</b> To accept and sign the minutes from the meeting held on 30/09/2025 as an accurate record of that meeting.</p>
<b>23</b>	<b>Committee Budgets Month 6</b>
	<p>The Locum Chief Officer explained that three minor amendments from the RFO had been included in the circulated updated budget report sheet: code 1176 projected precept figure, 4060 contractual services, and 4100 Mayor's Allowance.</p> <p>The Chair noted that that the RFO had looked at trends and included a 5% increase to allow for inflation across the board.</p> <p><b>It was RESOLVED:</b> To receive the committee budget statement and Earmarked Reserves report.</p>
<b>24</b>	<b>Draft Budget</b>
a	<p>It was noted that the precept projections are likely to be calculated at the next meeting, dependent upon when the tax-base figures are received from CWaC. Following a question, members also noted that salaries sit in the HR budget and the national 2025/26 Pay Award had already been agreed.</p> <p>The projected figures are based on the RFO's estimates and expected expenditure only.</p> <p><b>It was RESOLVED:</b> To agree the current budget forecast projections 2025/26 for the Finance &amp; Administration Committee.</p>
b	<p><b>It was RESOLVED:</b> To agree the Finance &amp; Administration committee's draft budget forecast for 2026/27.</p> <p>Committee noted that a CIL payment of £1,250 had been confirmed and was due to be received in November 2025. This payment is not yet showing in the accounts.</p>

Chair's initial:  
 Date:

c	<b>It was RESOLVED:</b> To that no changes to the Finance & Administration's draft budget 2026/27 were required.
<b>25</b>	<b>Date of the Next Meeting</b>
	Committee noted that the date of the next scheduled meeting is 09/12/2025 at 6pm for budget preparation purposes.

The meeting closed at 6.13pm.

**Signed** \_\_\_\_\_ **Date** \_\_\_\_\_