



MINUTES OF A MEETING OF THE FINANCE, EMPLOYMENT & SERVICES COMMITTEE on Tuesday, 5th August 2025 at 7 p.m. in the Council Chamber of Colne Town Hall

In attendance: Cllr D. Clegg (Chairman), Cllr G. Clegg, Cllr P. Hannah-Wood, Cllr A. Mann, Cllr H. Thomas, Cllr M. Thomas and Cllr B. Wildman (Vice-Chairman)

Others in attendance: Ms G. Langley (Town Clerk & Responsible Financial Officer) and Mr S. Brayne (Finance Officer)

1. Welcome

The Chairman welcomed all to the August 2025 Finance, Employment and Services (FES) Committee meeting of Colne Town Council.

2. Apologies

No apologies were received due to all Members being in attendance.

3. Declarations of Interest

To receive any declarations of interest from Members relating to any item on the agenda in accordance with the provisions of the Code of Conduct and/or indicate if S106 of the Local Government Finance Act 1992 applies to them.

No declarations were received.

4. Minutes

To approve as a correct record the Minutes of the meeting held on 1st July 2025.
(Decision required)

The Minutes of the meeting held on Tuesday, 1st July were accepted as a true and accurate record.

***Proposed by Cllr M. Thomas
Approved by Committee***

Seconded by Cllr G. Clegg

5. Public Forum

To consider questions, statements or petitions from members of the public who are welcome to the meeting and have a total collectively of 15 minutes to make their representations to the Committee.

No public were in attendance.

*At this point in the meeting the Chairman referred to an additional document that the Town Clerk/RFO had sent out to Members which was for an emergency finance item. It was confirmed that this item would be taken under item 6, immediately after the usual financial documents.
All Members agreed with this course of action.*

6. Financial Update

To receive a summary of the latest financial position and detailed cost headings as at 25th January 2025.
(Decision required)

- a) Financial Budget Summary.
- b) Income & Expenditure Report.
- c) Balance Sheet.

Following a short discussion, the presented documents were approved by the Committee.

***Proposed by Cllr P. Hannah-Wood
Approved by Committee***

Seconded by Cllr H. Thomas

- d) Quotation for Waterside Play Area

Following a detailed discussion, the presented quotation was approved by Members, along with the utilisation of the Playgrounds Earmarked Reserve to fund the new equipment.

***Proposed by Cllr H. Thomas
Approved by Committee***

Seconded by Cllr P. Hannah-Wood

7. The Local Government Services Pay Agreement 2025/26

To receive confirmation of the LGA Pay Award and details for implementation from the Town Clerk/RFO.
(Information only)

The update and reports provided by the Town Clerk/RFO were noted by Members.

8. Investment Update

To receive an update from the Town Clerk/RFO on the Town Council's current investments

The Town Clerk/RFO confirmed the current investment position of the Town Council.

A transfer of £100,000 to the Public Sector Deposit Fund run by the CCLA was recommended, along with a further transfer of £300,000 once the remaining precept payment is received from Pendle Borough Council at the end of September.

The immediate transfer of £100,000 was approved by Members and the Subscription Form duly signed by the Chairman.

***Proposed by Cllr H. Thomas
Approved by Committee***

Seconded by Cllr B. Wildman

9. Alkincoates Park MUGA

To review options available for the Alkincoates Park MUGA.

Following a lengthy conversation, the proposal presented to re-locate the MUGA to the Kick About Area was approved for recommendation to Full Council, subject to the Town Council obtaining the relevant planning permissions.

***Proposed by Cllr B. Wildman
Approved by Committee***

Seconded by Cllr H. Thomas

Action: For Officers to arrange to obtain prices for the options available and to bring them to the next meeting.

10. Town Hall Maintenance

To receive an update on any scheduled works or identified maintenance issues. (Information only)

The update provided by the Town Clerk/RFO was noted by Members.

Action: For the Town Clerk/RFO to contact the Town Council's insurance regarding the incident that occurred at the flagged area across the road.

11. Correspondence Received

Details of any correspondence received that requires presenting or reviewing at this Committee Meeting.

The Town Clerk/RFO informed the Committee of correspondence received from Pendle Borough Council (PBC) regarding the GM4 Contract extension for an additional two years until 31st March 2028.

PBC have stated that they are more than happy to accept the offer to extend but would ask that the Town Council increase the tendered amount by 3% per annum, to take into account the current inflation levels.

The inflationary increase proposed was approved by Members.

Proposed by Cllr D. Clegg

Seconded by Cllr B. Wildman

Approved by Committee

12. Items for a future month's Agenda

Points raised under this item are for information only, any debate should be limited to five minutes only and to consider the items for the agenda for a future month. (Information only)

- Grounds Maintenance Contracts
- Colne In Bloom Management Agreement
- The Colne Town Council Website – Options for improvement

13. Date & Time of Next Regular Meeting

The next Finance, Employment & Services Committee meeting is scheduled for Tuesday, 2nd September at 7.00 p.m.

This meeting was concluded at 8.30 p.m.