



**MINUTES OF A MEETING OF THE FINANCE, EMPLOYMENT & SERVICES COMMITTEE
on Tuesday, 7th April 2026 at 6.30 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 and Cllr M. Thomas.

Others in attendance: Ms G. Langley (Town Clerk & Responsible Financial Officer) and Mr N. Cutler (Deputy Clerk, Events & Facilities Officer)

1. Welcome

The Chairman welcomed all to the April 2026 Finance, Employment and Services (FES) Committee meeting of Colne Town Council.

2. Apologies

Apologies were received from Cllr B. Wildman and were duly accepted.

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 Tuesday, 3rd March 2026.
(Decision required)

The Minutes of the meeting held on Tuesday, 3rd March 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.

6. Exclusion of the Public

To determine during which items, if any, the public are to be excluded from the meeting. Such an exclusion would need to be on the grounds that, in view of the nature of the business to be transacted, if the public

were present, there would be a disclosure to them of exempt information within the meaning of schedule 12A to the Local Government Act 1972.

It was proposed that Items 14 and 15 on the agenda be deemed as private items due to the sensitive nature of the items being discussed. If any members of the public should be present at the time of discussion of these items, they will be asked to leave the meeting.

All Councillors agreed and approved this course of action.

7. Financial Update

To receive a summary of the latest financial position and detailed cost headings as of 27th March 2026.
(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 G. Clegg

8. Re-Review of Financial Risk Register

To review the presented document with a view to taking on board the comments received at the last Full Council meeting. (Decision required)

Following a discussion, Members agreed to reaffirm the decision made at the last FES Committee meeting and to recommend the existing document at the next Full Council meeting.

Proposed by Cllr H. Thomas
Approved by Committee

Seconded by Cllr P. Hannah-Wood

9. New Colne Town Council Website

To receive a report from the Deputy Clerk, laying out website requirements and quotations received.

The Deputy Clerk gave a brief synopsis of the different quotations received. Following a short discussion, Members approved the recommendation contained within the report and decided to approve the quotation from Provider A.

Proposed by Cllr P. Hannah-Wood
Approved by Committee

Seconded by Cllr G. Clegg

10. Town Hall Maintenance

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

The maintenance update provided by the Town Clerk and Deputy Clerk were noted by Members.

11. Correspondence Received

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

No relevant correspondence had been received.

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)

- *Maintenance of Bus Shelters in light of changes in road layouts and bus services.*
- *Bench Maintenance.*

13. Date & Time of Next Regular Meeting

The next Finance, Employment & Services Committee meeting is scheduled for Tuesday, 5th May at 6.30 p.m.

Exclusion of the Public

14. Private Item: Update on Pride in Place Funding

Following a detailed discussion, it was approved for the Town Clerk to work to the spreadsheet received from the Senior Regeneration Officer at Pendle Borough Council, unless informed otherwise.

15. Private Item: Query regarding Tender Processes

Following a discussion, it was approved for the Town Clerk to respond to the complainant by reaffirming the points made in our previous correspondence.

This meeting was concluded at 7.56 p.m.