

# MISTLEY PARISH COUNCIL

## Minutes of the Finance/Budget Committee Meeting held on 24<sup>th</sup> November 2025 at 6.30pm at Mistley Village Hall

### **Councillors Present:**

Councillor S Coiley (*Up to middle of Minute Number 8*)  
Councillor I Killion (*Chair of Committee - from Minute Number 2*)  
Councillor P Nutter

### **In Attendance:**

Mrs S Clements – Parish Clerk/Responsible Financial Officer  
One Member of the Public

*The current Chairman of the Committee – Councillor Killion chaired for the first item only.*

1. **Nomination of Chairman of the Committee** – *The Chairman of the Committee – Councillor Killion took the Chair for this item.* Following the vote, (proposed by Councillor Nutter and seconded by Councillor Coiley), it was agreed that Councillor Killion will be the Chairman of the Committee for the ensuing year.

*Councillor Killion continued to chair the Meeting from this point.*

2. **Welcome and Apologies for Absence** – An apology for absence was received from Councillor Chaplin (urgent family matter). This was noted by the Committee.
3. **Public Voice** - A Member of the Public asked about last year's budget and the contingency. He asked if this could be raised to a figure of £12,000/£14,000 to contribute towards the Mistley Thorn footpath. He raised the matter of street lighting and asked if brighter street light lanterns could be installed along the main Harwich Road. The Committee advised that these matters fall outside of the remit of the Parish Council. The Member of the Public also asked about volunteer litter picking events. The Committee advised that there are normally two events organised in the spring and the autumn.
4. **Declarations of Interest and Dispensations** – Councillors Coiley and Nutter declared personal interests under Minute Number 9 as Trustees of the Manningtree and Mistley Welcome Home Memorial Fund Trust.
5. **Minutes of the Previous Finance Committee Meeting** – The Committee received, considered, and agreed the Minutes of the Finance Committee Meeting held on the 9<sup>th</sup> January 2025, following the vote. (Proposed by Councillor Coiley and seconded by Councillor Nutter). (Copy in Minute Book).
6. **Matters Arising/Updates from Previous Minutes** – There were no new updates.
7. **Finance Committee Terms of Reference** – The Committee received and considered the Finance Committee terms of reference. Following the vote, no changes were recommended at the current time. (Proposed by Councillor Killion and seconded by Councillor Coiley).
8. **Draft Budget/Precept 2026 2027** – The Committee received and considered the details. A full and detailed discussion and review took place. Following the vote, (proposed by Councillor Killion and seconded by Councillor Nutter), it was recommended for the Parish Council at its Meeting on the 15<sup>th</sup> December 2025 to accept and resolve the budget and to request a precept of £93,500.

*Councillor Coiley left the meeting part way through Minute Number 8 because of a Meeting clash.*

9. **Parish Council Assets Fees/Charges** – The Committee received, reviewed, and recommended to the full Council the following increases from the 1<sup>st</sup> April 2026: the Brunswick and Railway Allotment plots annual rental charges to increase by an additional £5.00 per annum per tenant for all sized plots, the open space allotment land between Middlefield Road and Harwich Road (two tenants) to increase from £68 per annum per tenant to £70 per annum per tenant, and the Church Meadow (grazing) to increase by an additional £5.00 per month (an increase from £90 to £95 per month).

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*(Current Allotment Rents for the Brunswick and Railway Sites - £25 per annum for quarter plots, £30 per annum for half plots and £35 per annum for full plots. The River Reach Site plots are £50 per annum for quarter plots and £100 per annum for half plots).*

10. **Cemetery Fees** – The current fees were received and reviewed. Following the vote, it was recommended to increase these by 3% - effective from the 1<sup>st</sup> April 2026. (Proposed by Councillor Nutter and seconded by Councillor Killion).
11. **Cemetery Rules** - The current rules were received and reviewed. Following the vote, it was recommended not to make any changes for the time being. (Proposed by Councillor Killion and seconded by Councillor Nutter).
12. **Resolution to Exclude the Public and the Press** – The Public Bodies S.1 (2) (Admission to Meetings Act 1960) and the Local Government Act 1972 ss 100 and 102 (amended 2014). The Committee agreed following the vote, to exclude The Clerk and the Member of the Public for this item, since publicity would legally prejudice sensitivity and confidentiality. (Proposed by Councillor Killion and seconded by Councillor Nutter).

*The Clerk and the Member of the Public left the Meeting at this point.*

13. **Local Government Services Pay Agreement 2026/2027- NJC (National Joint Councils)** — The Committee is asked to make recommendations to the full closed part of the Parish Council Meeting on the 15<sup>th</sup> December 2025. (Recommendations in Confidential part of these Minutes).

*This part of the Meeting closed to allow the confidential matter to be discussed.*