



# Minutes from Finance, Operations & Personnel Committee

April 2026

Minutes of a meeting of the Council held on Tuesday 21st April 2026 at 6.30 pm  
at Pye Green Community Centre, Bradbury Lane, Hednesford, WS12 4EP

## **Members of the Finance, Operations and Personnel Committee present**

Councillors Ron Turville (Chair), Ann Turville, Sheila Cartwright, Arthur Roden,  
Paul Jones, Garry Samuels

## **Others present**

Lindsey Smith (Chief Officer)  
Cheryl Kinsella (Responsible Finance Officer)

## **1. Apologies**

Cllr Alan Pearson – Holiday  
Cllr Shirley Pearson – Holiday

Absent – no apologies were received

Cllr D Cartwright  
Cllr C White

## **2. Declaration of Interest for any Disclosable Pecuniary Interests & Dispensations**

No Disclosable Pecuniary Interests or dispensations were declared

## **3. Previous Minutes**

That the minutes of the Finance, Operations and Personnel Committee meeting held on 13<sup>th</sup> January 2026 be approved as a true and accurate record

Proposed: Cllr P Jones. Seconded: Cllr G Samuels. 4 agreed. 2 abstain

## **4. Public Participation**

No members of the public present

## **5. 2025 – 2026 Q4/ Year End Reporting**

The Responsible Finance Officer presented the Quarter 4 and year-end financial reports, including \$137 expenditure, payments over £500, CIL year-end position, all payments, and the provisional year-end summary.

Resolved: That the reports be noted and approved.

Proposed: Cllr R Turville. Seconded: Cllr P Jones. 6 agreed.

The year-end bank reconciliation was presented, reviewed, and signed by the Chair of the Committee.

Resolved: That the bank reconciliation be approved.

Proposed: Cllr R Turville. Seconded: Cllr G Samuels . 6 agreed.

## **6. Business 6 Month Saver Matured Fund**

Resolved: That the matured 6-month savings account be reinvested for a further 6-month term.

Proposed: Cllr R Turville. Seconded: Cllr P Jones . 6 agreed.

## **7. Interim Audit**

The findings of the interim audit were noted. It was reported that the final audit will take place on 7 May 2026.

## **8. Draft Investment and Loans Policy**

Resolved: That the Investment and Loans Policy be approved

Proposed: Cllr G Samuels. Seconded: Cllr R Turville. 6 agreed.

## **9. Draft Reserves Policy**

The Responsible Finance Officer advised on reserves movements.

Resolved: That £2,500 of underspend be allocated to election reserves, increasing the 2026–27 election reserves total to £14,500.

Proposed: Cllr R Turville . Seconded: Cllr S Cartwright. 6 agreed.

Resolved: That the Reserves Policy be approved

Proposed: Cllr G Samuels. Seconded: Cllr R Turville. 6 agreed.

### **10. Assertion 10 update**

The Responsible Finance Officer and Chief Officer reported on the website audit findings.

It was noted that up to two days' work is required to bring the website to full compliance at a cost of £480 per day.

Resolved: That the quote be accepted and the work be undertaken as soon as practicable.

Proposed: Cllr G Samuels. Seconded: Cllr R Turville. 6 agreed.

### **11. Motion to move to private and confidential business**

Resolved: That, as no members of the public were present, a formal resolution to exclude the press and public was not required.

The Committee considered staffing arrangements in relation to the Weekend Facilities Officer contract.

Resolved: That the Weekend Facilities Officer contract be moved onto salaried hours.

Proposed: Cllr G Samuels. Seconded: Cllr R Turville. 6 agreed.

### **12. Date and time of next meeting**

TBC

Meeting closed: 7.30pm

Draft