

Minutes of the meeting of the **Finance Committee** held at the **Shire Hall** on **Wednesday 29th July 2026** at **7pm**

Councillors:

Present: Cllrs. Sue Bale, Geoff Holdcroft, Nigel Phipps, Robin Sanders, Katharine Turner.

Apologies: Cllrs. Ruth Leach, Sharon Miller, Tom Rogerson and Mike Sutton.

In Attendance: Town Clerk (Mr G E Diaper), and no members of the public.

1. Apologies

Apologies for absence were approved from Councillors Ruth Leach, Sharon Miller, Tom Rogerson and Mike Sutton.

2. Declarations of Member Interests.

No members made any declarations of interests in relation to items on the agenda.

3. Requests for dispensations.

There were no requests for a dispensation in relation to items on the agenda.

4. Public Question Time

There were no members of the public present.

5. To agree and approve the Minutes of the meeting held 27 May 2026.

The minutes of the Finance Committee meeting held 27 May 2026 were approved as a true record.

6. To review the Council's Risk Management Schemes.

The Committee agreed the following updates to the Risk Management Schemes:

Red Risks:

Shire Hall – Note that the renovation work to the windows and façade is complete; general opinion from those who looked at the building whilst the scaffolding in place is that overall, it remains in a reasonable, stable and safe condition. Reduction of the risk rating to $4 \times 4 = 16$ (Remains a red risk). The Town Clerk was asked to re-write the risk commentary and ask Cllr. Sadler (Chair of the Shire Hall Working Party, to approve).

Community Hall – Structural and Health and Safety surveys to be prioritised.

Theatre Street – Whilst the sale is expected to be completed, the 'new' risk is that the purchaser doesn't provide the public facilities as required by the terms of the sale.

Whisstocks – Town Clerk seeking a meeting with Environment Agency Flood Information Duty Officer (FIDO). Concerns raised about the condition of the Tide Mill Pond structure.

Planning/ Economic – Planning Committee asked to take a position on the requirement for a local plan for Woodbridge. The Finance Committee would urge a pragmatic approach to the consideration – whilst it is recognised that securing a plan would provide some local benefit, the time requirements upon Councillors, Officers and residents, and the lack of ability of a plan to adopt quickly to changes in planning legislation, may outweigh the benefits. Working closely with the planning authority for a strong Woodbridge position in the new ESC Local Plan, may also be more achievable.

Sutton Hoo ship launch – Risk increased to 20 – lack of a launch date and public event plan from the Sutton Hoo Ships Company is a significant risk to the town due to the likely popularity of such an event.

(New risk) – Illegal encampments. Risk rating – 16 (Red).

(Upgrade to a red risk) – Data breach. Risk rating – 16 (Red). Review of Council hardware and protocols required.

The Town Clerk was also asked to produce a risk assessment for Council owned foreshore.

7. To discuss the Council's budget and precept request for the financial year 2027/28.

The Committee agreed that a new budget spreadsheet showing the actual spends from the previous and current financial years, and a budget for all four years of the

forthcoming Council, be prepared for consideration at the September meeting of the Committee.

There was no consideration of the income and operational budgets; the Committee did agree the following in relation to the Town Support budget:

- Inclusion of a sum of £12,000 for WTC organised public events in 2027/28.
- Addition of £1,000 to the Christmas Lights funds (to £10,000)
- Inclusion of £10,000 in the expectancy of remedial work to the Tide Mill pond.

8. Closure

The meeting was closed at 8.12pm

Councillor Sanders
Chair