

COWES TOWN COUNCIL

Minutes of the Finance, Acquisitions & Staffing Committee Meeting held in the Dining Room, Northwood House, Cowes on Tuesday 28 July 2026 at 6.15pm.

Present: Councillors White (Chair), Adams, Ellis, Marriott, Walters, Reen and Nicholson.

In attendance: Richard Shaul, Responsible Financial Officer, Patrick Jolin, Town Clerk, Councillor Paler (non-voting)

32 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Peacey Wilcox and Rafferty.

33 DECLARATIONS OF INTEREST

No declarations of interest were received.

34 MINUTES

RESOLVED

That the Minutes of the Finance, Acquisitions & Staffing Committee meeting held on 23rd June 2026 be taken as read, approved as a correct record and signed by the chair.

35 FINANCIAL STATEMENTS AS AT 30 JUNE 2026.

The RFO submitted a Financial Statement for the quarter ended 30 June 2026 comprising a statement of income expenditure for the quarter and a comparison to the full year budget. Questions regarding other income, grounds maintenance, Cowes in bloom and toilets refurbishment were answered by the RFO and Town Clerk.

RECOMMENDED

That Cowes Town Council receive, note and approve the Financial Statement as at 30 June 2026.

36 APPLICATIONS FOR GRANTS

None received.

37 FINANCIAL SUPPORT FOR ROYAL BRITISH LEGION, COWES BRANCH

Councillors were asked to consider providing financial support of £600 for the Remembrance Parade buffet which will be taking place in November 2026. It was:

RECOMMENDED

That Cowes Town Council donates £600 to the Royal British Legion, Cowes Branch, for the Remembrance Parade buffet.

38 GRANTS POLICY

Councillors were asked to consider the approval of a Grants Policy (circulated prior to the meeting)

RECOMMENDED

That Cowes Town Council approves the Grants Policy.

39 SPONSORSHIP POLICY

Councillors were asked to consider the approval of a Sponsorship Policy (circulated prior to the meeting)

RECOMMENDED

That Cowes Town Council approves the Sponsorship Policy.

40 HOSPITALITY POLICY

Councillors were asked to consider the approval of a Hospitality Policy (circulated prior to the meeting)

RECOMMENDED

That Cowes Town Council approves the Hospitality Policy.

41 UPDATE ON THE EXISTING HOUSEHOLD SUPPORT FUND OF £5,000

The RFO gave an update on the Household support fund. Of the original 100 £50 Aldi vouchers that were purchased 10 remain to be handed out.

42 FINANCE AND ACQUISITIONS – ITEMS TO BE NOTED:

- a. The RFO reported that Cowes Town Council would be moving to a new payroll provider.
- b. The RFO reported that due to clerical oversight the Town Clerk and RFO were not enrolled in the council pension scheme at the end of their initial period of employment. This would now be corrected and the pension contributions would be backdated as appropriate.

43 STAFFING MATTERS

None reported

44 HEALTH AND SAFETY MATTERS

None reported

45 STAFF CONCERNS

None reported

46 ITEMS FOR INCLUSION ON A FUTURE AGENDA

None received

The proceedings terminated at 18.53pm.

CHAIR