

## WHITTLESEY TOWN COUNCIL -Finance & Policy Committee

Minutes of meeting held on Monday 11<sup>th</sup> May 2026 at 6:00pm at Peel House, 8 Queen Street, Whittlesey, PE7 1AY.

**Present:** Councillors Boden, Dorling, Laws, Nawaz( arrived late), Singh and Wicks

**Officer in attendance:** Miss Angelika Piotrowicz- Town Clerk and Responsible Financial Officer.

**Recording:** A recording is made as an aide memoir for the minutes

**FP140/2026. To receive apologies from absent members and the reason for the absence.**

Councillor Arman- No apologies received  
Councillor Mockett- Work

**FP141/2026. To receive members' declarations of disclosable pecuniary, non-disclosable pecuniary or non-pecuniary interests in relation to any agenda items discussed later in the agenda.**

Councillor Wicks declared an interest in the grant application for the Scouts.

Councillor Laws declared an interest in case any planning matters arise.

**FP142/2026. To confirm and sign the minutes from the Finance & Policy Committee held on Monday 13<sup>th</sup> April 2026.**

Councillor Laws proposed the minutes, seconded by Councillor Dorling.

Councillor Boden signed the minutes as a true and correct record.

### **FP143/2026.Public Forum**

To allow any member of the public to address the council. Time allowed 15 minutes in total to be split equally between the total amount wishing to speak.

3 members of the public present.

No members of the public wanted to address the committee.

### **FP144/2026 Financials.**

#### **1. Bank Reconciliations to 31<sup>st</sup> March 2026.**

- End of year figures are provisional because they will be looked at carefully to construct the AGAR.
- Approximately £160,000 in the bank before funds were replenished.
- Councillor Laws mentioned the double yellow lines haven't been taken into account yet.

The bank reconciliations were proposed by Councillor Dorling, seconded by Councillor Wicks.

#### **2. Year-to-Date Figures**

- Year-to-date figures will be looked at carefully as the end of the AGAR is created.

#### **3. Payment List for Approval**

- Payment list covers vouchers 298 to 340 totalling £48,137.72.
- There is a duplication of voucher 299 due to allocation to different cost codes.

Councillor Laws proposed to recommend to Full Council for approval, seconded by Councillor Dorling-  
Unanimous. 

**FP145/2026 Agenda Items for discussion.**

Councillor Boden proposed that item 3 and 4 are to be moved to a confidential session, agreed unanimously.

**1. Additional half day for the Citizen Advice Bureau at Peel House.**

Councillors discussed the demand in the number of people wanting appointments, and they tend to be booked two weeks in advance.

The clerk was asked to monitor the service usage to ensure the additional time is required in the medium to longer term.

**A proposal was made to finance an additional half-day for the Citizen's Advice Bureau at Peel House, pending confirmation of their ability to provide it.**

**Councillor Laws proposed, seconded by Councillor Singh, and the proposal was unanimously agreed.**

**- Recommended to Full Council.**

**2. Credit Card for the Clerk – to purchase items from competitive suppliers and not stocked by Peterborough Office Supplies.**

A proposal is for a credit card for the clerk to purchase items from competitive suppliers.

Councillors have been making payments out of pocket and being reimbursed, which is not good practice.

A credit card would alleviate the need for councillors to make payments and seek reimbursement.

Limits on the card should be discussed at a different meeting, with taking into consideration that financial standing orders will need to be changed.

Credit card usage will be reported like payments lists and requires council approval.

Barclays is the first option for the credit card, given we already have an account with them, and also the council will pay it off in full monthly avoiding interest.

**Councillor Laws proposed that this is recommended to Full Council that the town council should apply for a credit card for the clerk from Barclays, seconded by Councillor Wicks.- unanimous.**

**3. Copier Agreement Proposal- OfficeFlow.**

- Moved to confidential session.

**4. Copier Agreement Proposal- Ethos**

- Moved to confidential session.

**5. Parish Online Update-ED**

Councillor Dorling has presented a demonstration that shows how to populate an area with assets using Parish online and generic use of the application.

- The system uses Ordnance Survey maps with permission.
- Assets and maintenance can be recorded, including benches, bin, and dog waste bins.
- Adding trees, and also revealing information on each individual tree such as species, planted date etc.
- The system can display the Energy Performance Certificate rating for properties in the Parish.
- The system can predict flooding. Maps also show areas at risk of flooding.
- Parish Online is a tool that centralizes information for councils.
- It allows access to information from any location, without needing to be in the office.
- The first year of use is free, and subsequent years will cost approximately £1,000 a year.

Councillor Dorling recommends that the council considers using this tool.

*CAB*

Councillor Laws states that the information for flooding is already available on other websites.

Councillor Wicks raises concerns about the reliance on outside agencies updating information.

- It is agreed that Whittlesey Town Council does not have a really adequate asset register.
- An asset register will be brought forward and discussed at the next Finance and Policy meeting.
- Councillor Boden mentioned that a policy register will be produced at the next Finance and Policy meeting.

**Councillor Laws proposed to recommend to Full Council to not go ahead with Parish online, seconded by Councillor Singh.- 4 in favour 1 against.**

**FP146/2026. Additional Information.**

- No additional Information.

**FP147/2026. Donation Requests.**

**1. 1<sup>st</sup> Whittlesey Scouts**

- The request for £2,500 from the 1<sup>st</sup> Whittlesey Scouts was carried forward from the previous month.

**Councillor Dorling proposed that this application of £2,500 from 1<sup>st</sup> Whittlesey Scouts is for approval, recommended to Full Council, seconded by Councillor Singh- Unanimous, with Councillor Wicks not participating in the debate or the vote.**

**2. Whittlesey Christmas Lights Committee**

The committee is considering the donation request from the Whittlesey Lights Committee for £7,500.

Councillor Dorling notes the Christmas Lights Committee had a surplus of £5,160 last year, resulting in £9,756 in their account. Councillor Dorling questions if the council contributed to rolling on a profit as opposed to doing the jobs that they were told they were doing.

Councillor Boden clarifies that this was a surplus of income over expenditure, not a profit.

Councillors have asked questions regarding the amount of money the Lights Committee are requesting.

It is recommended that the Christmas Lights Committee to consider funding options for 2027, including wind farm grant organizations.

- Aim for a substantial decrease in the council's contribution in 2027.
- Suggestion to give the Christmas Lights committee early notice to plan ahead and allow for discussions to take place earlier in the year.
- Suggestions for the Christmas Light Committee to submit a grant application to Glassmoor for the next meeting.

**Councillor Wicks proposed to accept this grant application, but ask them to apply to Glassmoor within the next couple of weeks so that they could potentially get money from them, in which case the council wouldn't need to pay the full £7,500.**

- **This will go forward to Full Council.**

**3. Whittlesey Royal British Legion**

**Councillor Laws proposed to approve this application of £400 , seconded by Councillor Singh. - Unanimous.**

- **This will go forward to Full Council.**

*CPB*

**FP148/2026. Date of next meeting – Monday 15<sup>th</sup> June 2026 at 6.00pm.**  
Meeting Closed at 7.22pm

*C.P. Boden*

**Councillor Boden**

**Chairman**

**Finance and Policy**