

**BRIGHTLINGSEA TOWN COUNCIL
FINANCE & PROPERTY COMMITTEE**

Minutes of the Meeting held at the Parish Hall, Victoria Place, Brightlingsea
on Tuesday 13th January 2026 at 11.00 a.m.

Present:
Councillors

 ~~R. MORGAN~~ ~~J Chapman (Vice Chairman)~~
D Atkinson, J Carr and C Paveley

Also in Attendance:
Councillor M Barry
Tracey Pulford - Town Clerk
2 Members of the public

F.236 APOLOGIES FOR ABSENCE: Councillors Chapman and Howard.

F.237 CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON THE 9TH DECEMBER 2025, RECEIVED BY COUNCIL ON THE 11TH DECEMBER 2025:

The Minutes were accepted as a true record.

F.238 DECLARATION OF MEMBERS' INTERESTS:

Members were reminded of the requirement to disclose any interest in relation to items on the agenda when these are discussed.

F.239 BUDGET AND FINANCIAL REPORT UP TO 31ST DECEMBER 2025, INCLUDING:

A) FINANCIAL SUMMARY AS OF 31ST DECEMBER 2025

A copy of the "Budgets & Actuals 2025/26 – December" had been circulated to all members. Councillor Atkinson briefed on the budgets. A discussion took place.

B) FINANCIAL MONTHLY OVERVIEW – DECEMBER 2025

A copy of the Financial Monthly Overview for December 2025 had been circulated to all members. The Clerk informed members that:

Income for December 2025	£8,969.46
Expenditure for December 2025	£28,767.26

C) CREDIT CONTROL AS OF 31ST DECEMBER 2025

A copy of the Credit Control list as of 31st December 2025 had been circulated to all members. A discussion took place, and the report was noted.

F.240 EXAMINING OF ACCOUNTS:

The Clerk informed members that there are 11 payments in the sum of £6,882.31 to be authorised, and Councillors Carr and Morgan agreed to sign off the accounts after the meeting.

F.241 BUDGETS 2026/2027:

A copy of a report 'Draft Budgets 2026/27' had been copied to all members. Councillor Atkinson briefed on the report, and much discussion took place.

Councillor Barry then mentioned that he had just received an email regarding the Western Promenade, and that two suggestions had been put forward regarding no overnight stays as follows:- (1) a similar scheme to that in Frinton and Holland, where they have control bays, with certain weight restrictions on what can park, with no overnight stays at a cost of £5,800, or (2) a single yellow line all down the left hand side of the Western Promenade with restricted parking 9pm until 6am at a cost of £3,500.00. He said that the next NEPP meeting is next week, and this would be taken to that meeting for approval. Members agreed in principle to the scheme, and to ask Full Council which option they would prefer.

Recommendation: The Finance Committee agrees in principle to the scheme but would ask Full Council which option they would prefer.

It was then proposed by Councillor Carr that the budget is accepted, with a Precept request for 2025/2026 being £259,875 (a 4.1% increase). Seconded by Councillor Paveley. Agreed by all present.

Post meeting note: The Precept of £259,875 gives a Council Tax Band D rate of £83.21 (an increase of £3.30/year or 0.275p/month).

Recommendation: The budget is accepted, with a Precept request for 2025/2026 being £259,875 (a 4.1% increase).

F.242 FUNDING FOR POP-UP BANNERS:

Councillor Carr briefed members that the Council has some pop-up banners, that have been used for many years at many events and are now beginning to break and look old. He asked for funding for 3 new banners, 2 of normal size and 1 oversized, to promote the Town and various events. The cost of which would be £240.00. This was agreed, with the invoice date being dated 01.04.26 onwards.

Recommendation: 3 new banners are purchased at a cost of £240.00, with the invoice being dated 01.04.26 onwards.

F.243 GENERAL MAINTENANCE WORKS:

Councillor Morgan briefed on the following:-

- a) Cleaning of the Heritage Pier – due to green mould/moss on the pier, a salt water jet wash is being ordered from Clacton Tool Hire, at a cost of around £60.00 per day, for our Grounds Team to carry out the work.
- b) Hard Shelter – damage has occurred to the roof and floor tiles of the Hard Shelter, due to youngsters kicking balls against the structure. This will be repaired as soon as possible.
- c) Boat Park Skip – Work to clear up the Boat Park is starting soon and a skip will be hired for the rubbish. We are also looking at redesigning some of the plots into bigger plots.
- d) Boat Park CCTV – CCTV at the Boat Park will be installed in the new financial year.

F.244 MMO PROPOSED SETTLEMENT:

Councillor Morgan briefed members that following ongoing correspondence with the MMO a settlement/final position has been proposed. They require ~~£26,595.50~~ ^{£26,596.50} to be returned, which is the cost of the piling that has not been completed. He added that this was not completed as the Council could not pile into an area of land which the Town Council does not own. Councillor Atkinson briefed on the budgets for 2025/2026 and that when this bill is paid the council will still achieve the proposed end of year figures. Councillor Paveley added that the only criteria to this settlement is that the Council cannot sell the structure for a period of 3 years from December 2025, however it can be moved, as long as it is within the boundary of the Creek. Councillor Paveley then proposed that the settlement figure of ~~£26,595.50~~ ^{£26,596.50} is made to the MMO. Seconded by Councillor Atkinson. Agreed.

Recommendation: The settlement figure of ~~£26,595.50~~ ^{£26,596.50} is to be made to the MMO.

Before the meeting closed, Members of the public were asked if they had any questions.

Q1) Will the Boat Park fees be increased this year?

A1) Councillor Morgan replied that they will be inflationary increased by 2.5%. The boat park will be having a considerable amount of money spent on it in the near future including CCTV to help with security. The gates are now locked, which also helps with security and insurance. The tap is working, and we are looking at getting bigger spaces relined.

Q2) With the new Governance coming in, what assets in the Town are the Council taking on?

A2) Councillor Barry replied that the Town Council have been submitting discussion papers to Tendring District Council for the last 12 months, since this was announced last January. He added that with the support of Councillors Atkinson and Paveley we have put together what we feel is good for the town, including toilets and car parks. We are currently waiting for a response from the Assets Team at Tendring District Council. If we do come to an agreement of what they are willing to transfer, and we are willing to accept, there will be a legal process later this year, with the transfer taking place during 2027. The Council also needs to be mindful that we receive some financial support from the District Council to do this. We are looking at the long-term benefit to our residents and visitors. The resident mentioned the grass car park on the Western Promenade is unusable and is turning back into marsh land. Councillor Barry said that this is Town Council owned, and we are aware of this.

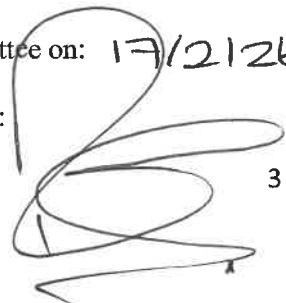
F.245 CLOSE OF MEETING: There being no further business, the meeting closed at 11.36 a.m.

Received by Council on: 15.01.26

Approved by Committee on: 17/2/26.

Signed by Chairman:

Signed by Chairman:



Action Points from meeting:

Minute Number	Decision	Actioned by
F.241 Budgets	Overnight parking on the Western Promenade - The Finance Committee agrees in principle to the scheme but would ask Full Council which option they would prefer.	Full Council
	The 2026/2027 budget is accepted, with a Precept request for ~~2025/2026~~ ^{2025/2026} being £259,875 (a 4.1% increase). This gives a Council Tax Band D rate of £83.21 (an increase of £3.30/year or 0.275p/month).	Full Council
F.242 Funding for Popo-Up Banners	3 new banners are purchased at a cost of £240.00, with the invoice being dated 01.04.26 onwards.	Cllr Carr
F.244 – MMO proposed settlement	The settlement figure of ~~£26,595.50~~ ^{£26,596.50} is to be made to the MMO.	