

**FINANCE & ESTABLISHMENT SUB-COMMITTEE (Budget Setting 2026-27)**  
**SAFFRON WALDEN TOWN COUNCIL**

MINUTES of the FINANCE & ESTABLISHMENT SUB-COMMITTEE (Budget Setting 2026-27) MEETING held on Friday 7<sup>th</sup> November 2025 in the Town Hall, Saffron Walden at 1pm

Present Councillors: Abercrombie (as substitute for Cllr Ahmed), Asker, de Vries, Eke, Freeman (Chair), McLellan, Porch and Reeve (as substitute for Cllr Curtis).

Officers: Town Clerk, Responsible Finance Officer (RFO), Deputy Town Clerk and Operations Manager

Public: None

Budget 015-25	<p><b>Apologies for absence</b></p> <p>Apologies were received from Cllr Ahmed (with Cllr Abercrombie acting as substitute), Cllr Coote and Cllr Curtis (with Cllr Reeve acting as substitute).</p>
Budget 016-25	<p><b>To receive any Declarations of Interest</b></p> <p>Cllrs Asker, Freeman and Reeve declared generic non-pecuniary interests as members of Uttlesford District Council.</p>
Budget 017-25	<p><b>Public Speaking Time</b></p> <p>No public present, no matters raised</p>
Budget 018-25	<p><b>Minutes from the previous meeting</b></p> <p>Minutes from the meeting held on 03.09.2025 were agreed and signed by the Chair as a true and accurate record of the meeting.</p>
Budget 019-25	<p><b>Date and time of Next Meeting</b></p> <p>To be considered outside this meeting and subject to resolution from the budget supporting paper discussion (agenda item 7).</p>
Budget 020-25	<p><b>Confidential Item – Exclusion of Press and Public (Part II meeting)</b></p> <p>It was resolved that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the public and accredited representatives of newspapers be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972.</p>

## Budget and Supporting Papers

The Chair outlined the following:

- (a) The standstill budget parameters have been considered and agreed by Council; the purpose of this meeting was not to revisit decisions already reached by Council in respect of the standstill budget.
- (b) At the October Full Council meeting, the Sub-Committee was requested to review the EMR contribution, with a recommendation that EMR monies are increased to protect and support long-term asset management
- (c) The primary purpose of this meeting is therefore to consider the current proposed EMR contributions and the potential to increase these contributions.

### 1. EMR Budget

- (d) The Sub-Committee received and discussed the EMR schedule as at 03.11.25
- (e) Committee acknowledged that in order to commit to all projects and long-term maintenance (as proposed within the schedule), the EMR contribution must be increased.
- (f) Committee acknowledged that reliance could not be placed on an increase in Band D figures or potential carry forwards (from 2025/26 budget), as any sums were not guaranteed in any year

Cllr de Vries proposed to increase the EMR contribution by £55,000, recognising an overall precept increase of 7%, represented by 3.5% towards a standstill budget (as already approved by Council as per Min Ref FC165-25) and an additional 3.5% to increase EMR contributions. The proposal was seconded by Cllr Porch.

**It was resolved:** To recommend to the Finance Committee an overall increase in the 2026/27 budget, allowing for an extra £55,000 contribution to EMRs, resulting in an overall 7% increase on the 2026/27 budget.

Cllr Abercrombie left the meeting at 1.55pm

### 2. Jubilee House

- (g) The Sub-Committee received and noted the update report.

**It was unanimously resolved:** To support the recommendation and that the project is paused until greater certainty is received from UDC regarding the lease agreement and that this resolution is considered by Council as a wider part of the 2026/27 budget.

**The meeting closed at 2.05pm**