

**CITY OF ELY COUNCIL
PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE
MINUTES OF A MEETING HELD AT 7.00 PM ON
1ST JUNE 2026 AT SESSIONS HOUSE, LYNN ROAD, ELY**

PRESENT: Mrs T Coulson – Clerk to the Council

Bold indicates a voting member of the Committee

Cllr C Ní Dhónaill

Cllr M Hucker

Cllr R Trent

Cllr R Morgan

Cllr R Denness

Cllr C Phillips

The Chairman of the Council, Cllr Denness chaired the start of the meeting.

1. APOLOGIES

Apologies were received from **Cllrs Sandhu and Moss-Eccardt**.

2. ELECTION OF CHAIRMAN

Cllr Hucker proposed Cllr Ní Dhónaill be elected as the Chairman. This was seconded by Cllr Trent and unanimously agreed. Cllr Ní Dhónaill took over chairing the meeting.

Cllr Denness left the meeting at 7.04 pm.

3. ELECTION OF VICE-CHAIRMAN

Cllr Trent proposed Cllr Hucker be elected as the Vice-Chairman. This was seconded by Cllr Morgan and unanimously agreed.

4. DECLARATIONS OF INTEREST

No declarations of interest were received.

5. MINUTES OF THE LAST PERSONNEL, FINANCE AND GOVERNANCE COMMITTEE MEETING (HELD ON THE 2ND FEBRUARY 2026) AND MATTERS ARISING

Minutes of the last Personnel, Finance and Governance Committee meeting held on the 2nd February 2026, were proposed as a true record by Cllr Ní Dhónaill, seconded by Cllr Trent and unanimously agreed. They were signed by the Chairman. Pages PFG 184, 185 and 186 refer. There were no matters arising.

6. TO NOTE AND APPROVE THE TERMS OF REFERENCE

Cllr Ní Dhónaill proposed the terms of reference be approved, subject to one word change. This was seconded by Cllr Hucker and unanimously approved.

7. BUDGET UPDATE AND BUDGET AS AT THE 31ST MARCH 2026

The budget up to the 31st March 2026 (yearend) was noted. The budget updates, up to the 30th April 2026 were also noted. There were no significant variances that councillors had concerns with. Cllr Hucker pointed out that there was a surplus at the yearend again and councillors should consider if they wish to spend this. It was agreed that at the next meeting there would be an item to discuss any possible suggestions and to also consider longer term budgeting with regard to the Local Government Reorganisation and the implications this could have on the council financially. All members would have the opportunity to attend an informal meeting to discuss suggestions that could be put forward to the next meeting. Cllr Hucker proposed that the long standing debtor of £644 be written off. Cllr Ní Dhónaill seconded this proposal which was unanimously approved.

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COMMITTEE CHAIRMAN
24TH AUGUST 2026

8. TO NOTE REPORT FROM THE INTERNAL AUDITOR'S VISIT ON THE 6TH MAY 2026

Members noted the report from the Internal Auditor's visit on the 6th May 2026. A suggestion to raise the level of fidelity cover was discussed but it was felt that due to a higher level of spending this year, this would not be necessary. Cllr Ní Dhónaill proposed the cover should remain unchanged, which was seconded by Cllr Hucker and unanimously agreed.

9. UPDATE FROM THE GOVERNANCE WORKING GROUP

Minutes from the Working Group meeting held on the 21st April 2026 were noted. Cllr Ní Dhónaill proposed that the recommendation from the Working Group regarding postponing making a decision with regard to having a youth representative or Mayor's Cadet until after the next elections in May 2027. It was also felt that as there was nobody willing to be the Youth Lead, this would also wait until after the elections. These proposals were seconded by Cllr Trent and unanimously approved. The Working Group also recommended that the CIL Sub-Committee become the CIL Committee and that the membership would be the Mayor (as Chairman), the immediate past Mayor and the Chairs of the other four Committees. This was seconded by Cllr Trent and unanimously approved.

10. UPDATE FROM THE COUNCIL'S LOCAL GOVERNMENT REORGANISATION AND STRATEGIC PLAN WORKING GROUP

The Working Group had met on the 20th May 2026. Cllr Hucker gave an update on the consultation of the draft Strategic Plan, which should go live by the end of this week. Cllr Hucker had gone through the aims of the Strategic Plan and allocated them to the appropriate Committees and Working Groups. There were remaining aims that were not clear as to where these should be allocated. These were discussed with the majority being allocated to the Communications and PR Working Group. Cllr Hucker will update the allocation list. A meeting will be arranged shortly to start the discussion of the implications of the Local Government Reorganisation.

11. UPDATE FROM CIL SUB-COMMITTEE AND TO RECEIVE CIL EXPENDITURE ANALYSIS UPDATE

Minutes of a meeting of the Sub-Committee, held on the 23rd February 2026 were noted as they had already been approved at the Full Council meeting on the 27th April 2026. The CIL expenditure analysis update, to the 30th April 2026 was noted.

12. UPDATE FROM THE INCLUSIVITY WORKING GROUP

The Working Group had not met. Cllr Phillips informed members that he had agreed to have a Council stall at Ely Pride, which would be held on the 8th August. Cllr Trent would be producing the basis for the art activity for the stall again this year. A request for members to spend time on the stall during the day would be circulated shortly. He hoped that more would be willing to be on the rota this year. Cllr Phillips had provided information regarding contact made by a parishioner in relation to making Ely a safe city for trans people. The Mayor and himself will arrange to meet with the parishioner and will report back to the next meeting. He informed members that the Friends of Ely Library would be holding a Ukraine based day shortly and he hoped members might be able to attend. He had also attended a talk at the Ely Methodist Church on slavery.

13. UPDATE FROM THE NORTH ELY HUB AND COMMUNITY WORKING GROUP

The Working Group had not met. Cllr Trent informed members that a group of councillors had attended a meeting with residents, representative from Cheffins and the North Ely Christ Church Group on the 12th May to discuss the progress with the progress of the shop and the community centre at the Hopkins Homes site. It now appears that the Co-op have withdrawn from building the shop and other retailers were being sought. Cllr Morgan agreed to obtain an update from Cheffins.

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COMMITTEE CHAIRMAN
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14. UPDATE FROM THE COMMUNICATIONS & PR WORKING GROUP

The Working Group had not met. Cllr Trent will arrange a meeting shortly. As the aims from the Strategic Plan had now been allocated to them, they would discuss these at that meeting.

15. TO RE-APPOINT THE INDEPENDENT INTERNAL AUDITOR FOR THE FINANCIAL YEAR 2026/27

Cllr Hucker proposed the reappointment of the independent internal auditor for the financial year 2026/27. This was seconded by Cllr Morgan and unanimously approved.

16. TO NOTE EMAIL FROM ECDC REGARDING REGISTER OF INTERESTS AND WHETHER COUNCIL SHOULD REMOVE COUNCILLOR ADDRESSES FROM CONTACT SHEET

Members unanimously agreed that if councillor addresses were being removed from the register of interest then they should be removed from the councillor contact list. This will be amended from the 20th June to only show the name, email address and telephone number of each councillor.

17. TO NOTE AND APPROVE THE REVIEW OF THE COUNCIL'S POLICIES AND PROCEDURES

Cllr Ní Dhónaill proposed the recommendations from the review of the Council's policies and procedures be noted and approved and the two new policies for the Management of Risk and Freedom of Information be approved and adopted. This was seconded by Cllr Hucker and unanimously approved. It was agreed through these minutes, that at the next Full Council, members would be asked if anyone wished to be appointed as the Council's designated Councillor for Child and Vulnerable Adult Protection.

18. TO NOTE AND APPROVE THE ANNUAL REVIEW OF RISK MANAGEMENT PROCEDURES AS ADOPTED BY THE COUNCIL

The annual review of the risk management procedures had been referred from the last Full Council meeting as Cllr Denness had felt it should be amended. The Clerk informed members that on further discussion with Cllr Denness she had confirmed that the current year's document was satisfactory and should be approved. She did feel that moving forward the format of the document should be amended with additional columns regarding the risk. Cllr Hucker had agreed to work with the Clerk and Cllr Denness to review and amend the document for next year. Cllr Ní Dhónaill proposed the annual review be approved, which was seconded by Cllr Hucker and was unanimously approved.

19. HEALTH AND SAFETY ISSUES

The Clerk informed members of a health and safety issue at the Maltings that had occurred on the 29th May. All the required incident reports had been undertaken.

20. PERSONNEL ISSUES

There were no personnel issues.

21. DATE OF NEXT MEETING

The next meeting will be held on the 24th August 2026.

The meeting closed at 8.50 pm.

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COMMITTEE CHAIRMAN
24TH AUGUST 2026