



MEMBERSHIP:
Cllr C. Foxall
Cllr R. Harrison
Cllr S. Rymer
Cllr J. Sanford
Cllr P. Braiden

**MINUTES OF THE FINANCE COMMITTEE MEETING
HELD ON TUESDAY 3rd June 2025**

Present: Cllr Foxall Cllr Harrison Cllr Rymer
Cllr Sanford Cllr Braiden

In attendance: Vanessa Lawrence (Clerk), Mr Hersom

- F01 25/26 To elect a Chairman**
It was **RESOLVED** to appoint Cllr Foxall as Chair of Finance Committee. Proposed Cllr Sanford, seconded Cllr Braiden – all in favour.
- F02 25/26 To consider and accept apologies for absence**
None received – all present
- F03 25/26 Declaration of Interest in items on the Agenda**
None received
- F04 25/26 To approve the Minutes of the Finance Committee meeting held on Tuesday 4th March 2025.**
The date above is incorrect and should have read 4th March. It was **RESOLVED** to approve the Minutes of the Finance Committee meeting held on the 4th March 2025. Proposed Cllr Sanford, seconded Cllr Braiden – 4 in favour, 1 abstention.
- F05 25/26 Clerks' and Chairman's report**
The Clerk reported that the Internal Audit has been completed. Final report is awaited with the prelim report having been accepted by Full Council. Explanations for variances for 2 sections of the Annual Return have been prepared and sent to the Internal Auditor for comment. This to be sent to the External Auditor. The Annual Return needs to be signed off at Full Council and will be added to the Agenda.
- F06 25/26 To agree to adjourn the meeting for Public Participation, if members of the public are present – there is a 5-minute time limit.**
N/A

- F07 25/26 To agree to reconvene the meeting following Public Participation**
- F08 25/26 To receive bank reconciliation report at Year End and at 30th April 2025.**
N/A
- F09 25/26 To receive yearend figures and to consider and agree explanation of variances.**
It was agreed to defer this item to the next meeting when the Clerk will have received confirmation from the Internal Auditor that the information provided is in order.

ACTION: Clerk to add this item to the Agenda for the next Finance meeting.

- F10 25/26 To consider and agree final Internal Auditors Report at year end for recommendation to Full Council.**
The Clerk reported that she has raised a couple of queries regarding the recommendations from the Internal Auditor with a response having now been received. The queries were explained and response was explained to the Committee, following which it was **RESOLVED** to agree the final report. Proposed Cllr Braiden, seconded Cllr Rymer – all in favour.
- F11 25/26 To consider and agree Annual Governance & Accountability Return (AGAR) for recommendation to Full Council.**
The Clerk pointed out that the figures correspond to the Year end Reconciliation. It was **RESOLVED** to agree Annual Governance & Accountability Return for recommendation to Full Council. Proposed Cllr Sanford, seconded Cllr Rymer – all in favour.

ACTION: Clerk to add recommendation to Full Council Agenda

- F12 25/26 To consider and agree revisions to W & E budget to account for unanticipated items.**
The Chair requested that this item is deferred to the next meeting to allow the Clerk and the Chair to consider procedurally, the best way forward to deal with this matter. The Committee agreed to defer.

ACTION: Clerk to add this item to the Agenda for the next meeting.

- F13 25/26 To consider and agree date of publication of Notice for Public rights as amended for recommendation to Full Council.**
The dates had been confirmed as being correct, by the Internal Auditor and the details will be published after the next Full Council meeting. These dates were approved at the last Full Council meeting and this item should be just to note.

- F14 25/26 To consider and agree Reserves budget for 2025/26**
 It was agreed to defer this item to the next Finance meeting as further consideration needs to be given to this budget. The Clerk and Chair will circulate suggested changes and this item to be added to the Agenda for the next meeting.

ACTION: Clerk to add this item to the Agenda for the next meeting.

- F15 25/26 To receive latest CIL report**
 The latest CIL report was received. The Clerk reported that she has queried the details in relation to ‘date received’ to ‘date to be spent by’, and will report back to the Committee at the next meeting.

ACTION: Clerk to update the Committee at the next meeting.

- F16 25/26 To consider and agree renewal of Council insurance (£1902.18)**
 The Clerk reported on an increase of £315 which she queried with the insurance company. The Committee were satisfied with the explanation and it was **RESOLVED** to renew the policy. Proposed Cllr Sanford, seconded Cllr Braiden – all in favour.

- F17 25/26 To receive recommendation from Full Council for support to W4W.**
 Full Council had agreed a payment in kind to support W4W, to cover room hire for the Talking Café. This item to be noted only.

- F18 25/26 To formally approve payment (retrospectively) for supply and installation of new roundabout (£16046.95)**
 This item had been agreed by e-mail. It was **RESOLVED** to approve the payment for the new roundabout. Proposed Cllr Braiden, seconded Cllr Rymer – all in favour.

- F19 25/26 Other matters the Chair considers urgent**
 The Chair reported that a recent incident in the Community Centre where a glass panel in the glass walkway shattered will mean funds will be required for the repair. These will be attributed to the landlords i.e. FTC and the PCC on a 60/40 split. This will have to be an insurance claim and we are awaiting a quote for repair work.

- F20 25/26 Date of next meeting tba (if required)**

There being no further business the meeting closed at 7.45pm

.....Chairman

.....2025