



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

**MINUTES OF THE
FINANCE COMMITTEE MEETING
HELD ON TUESDAY 15th July 2025**

Present: Cllr Foxall Cllr Rymer
Cllr Hersom Cllr Braiden

In attendance: Vanessa Lawrence, Roz Morton (Clerks), Cllr Shankland

- F20 25/26 To consider and accept apologies for absence**
Apologies were received from Cllr Harrison and were accepted.
- F21 25/26 Declaration of Interest in items on the Agenda**
None received
- F22 25/26 To approve the Minutes of the Finance Committee meeting held on Tuesday 3rd June 2025.**
It was **RESOLVED** to approve the Minutes of the Finance Committee meeting held on the 3rd June 2025, as a true and accurate record of the proceedings. Proposed Cllr Braiden, seconded Cllr Rymer. 3 in favour, 1 abstention.
- F23 25/26 Clerks' and Chairman's report**
None
- F24 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
- F25 25/26 To agree to reconvene the meeting following Public Participation**
N/A
- F26 25/26 To consider and agree the effectiveness of the Internal Audit.**
The Clerk had prepared a document in draft which had been circulated prior to the meeting. However, some Cllrs had not seen the document. The Clerk also reported that she was not completely

satisfied with the wording, and asked the Committee to defer this to the next meeting. It was agreed to defer this to the next Finance meeting.

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

F27 25/26 To consider and agree to update the model publication scheme

The Model publication scheme had been circulated prior to the meeting. Following discussion it was **RESOLVED** to amend the document to show that most of the items covered are obtainable on the website, but if hard copies have to be made available a more realistic cost for providing this should be shown. Proposed Cllr Hersom, seconded Cllr Rymer – all in favour.

ACTION: The Clerk to amend the document and to amend costs for providing hard copies.

F28 25/26 To consider and agree how best to manage the W & E budget.

The Chairman explained the process for setting of budgets. Discussion took place regarding un-anticipated expenditure which arises during the course of the year. It was **RESOLVED** that wherever possible anything that comes up which falls outside of the agreed budget should be passed to the Finance Committee, at the earliest opportunity with a ‘ballpark’ indication of costs involved. The Finance Committee would then consider and agree whether this expenditure can go ahead. It was also **RESOLVED** that viring of funds should be allowed where necessary in this financial year. Proposed Cllr Braiden, seconded Cllr Rymer – all in favour. This information to be passed to the W & E Committee.

ACTION: The Clerk to vire funds where necessary and to add to Agenda for the W & E Committee

F29 25/26 To consider and agree Reserves budget for 2025/26

The Reserves budget was considered and completed projects removed. The remaining lines were considered and amendments will be made accordingly. It was **RESOLVED** to agree Reserves budget for 2025/26 as amended. The amended copy will be circulated to Finance Committee in due course. Recommendation to Full Council for approval.

ACTION: Clerk to amend the document, re-circulate and add to the Agenda for Full Council for approval

F30 25/26 Update on spend from CIL funds.

The Chairman explained what CIL (Community Infrastructure Levy) is, to the newest member of the Finance Committee. The Clerk updated the members on the current status of the funds

received. A copy of the annual CDC CIL report which has to be submitted to CDC was circulated and received with no comment.

F31 25/26 Update on skate event in the summer.

The Clerk reported that she had authorised a payment of £200 as FTC's contribution towards the skate event in August. This was cleared by the Chair of Finance. Further funds have been received from World Jungle totalling £400.

F32 25/26 To discuss Precept 2026/27

The Chair explained that in the past the Precept had not been increased and that the Council has now brought this up to a level on par with other similar sized councils, although we still at the bottom end of that range. He said that the Council needs to consider increasing the Precept to cater for community projects such as Youth Provision and W4W but this would need to be done in consultation with the Community. Approximate figures can be worked out now, but these would not be accurate as the Base Rate for 2026/27 will not be known until early 2026, but it would give the Council an indication on what might be achievable. In order to do this the Finance Committee will need to start work on this earlier than usual, probably September or very early in October. This matter to be discussed further at the next Finance meeting.

ACTION: Clerk to add this item to the Agenda for the next meeting in September for agreement

F33 25/26 To consider and agree to appoint Mrs B Bowen as Internal Auditor for year ending 31st March 2026.

It was **RESOLVED** to appoint Mrs B Bowen as Internal Auditor for year ending 31st March 2026. Proposed Cllr Foxall, seconded Cllr Hersom – all in favour

ACTION: Clerk to contact Mrs Bowen

F34 25/26 Other matters the Chair considers urgent

- The Clerk reported that the W & E Committee are seeking authorisation for funds to install two seats in the Walnut Tree Field. The Finance Committee agreed that funds can be vired for this.
- The Clerk reported that it is extremely difficult to find business savings account that will take funds from a Local Council. The Chairman said that he would look again at CCLA Unity Trust Bank – potentially a bank to deposit funds into. However if a suitable bank is found, she needed to know how much should be transferred. The Committee agreed that £85k should be transferred.
- Keble Alley – quotes received. We have received a grant awarded of £10k so W & E require a further £10k to be

approved by the Finance Committee. It was agreed that this should be allocated from the Safer Route to school EMR and be recorded as use of CIL funds.

ACTION: The Clerk to add Keble Alley, seating in WTF and the opening of Savings Account onto Agenda for formal agreement at the next meeting.

F35 25/26 Date of next meeting 2nd September 2025.

There being no further business the meeting closed at 8.30pm

.....**Chairman**

.....**2025**