MEMBERSHIP:
Cllr C. Foxall
Cllr S. Rymer
Cllr P. Braiden
Cllr S. Hersom
Cllr N Tyrer
Cllr A. Baker – ex-officio
Cllr R. Harrison – ex-officio

FAIRFORD
A GOOD PLACE TO BE

MINUTES OF THE FINANCE COMMITTEE MEETING
TO BE HELD ON TUESDAY 3rd MARCH 2026

Present:	**Cllr Foxall**	**Cllr Rymer**	**Cllr Hersom**
	Cllr Baker	**Cllr Harrison**	**Cllr Braiden**

In attendance: Vanessa Lawrence (Clerk)

F108 25/26 To consider and accept apologies for absence
Apologies received from Cllr Tyrer, which were accepted.

F109 25/26 Declaration of Interest in items on the Agenda
None received

F110 25/26 To approve the Minutes of the Finance Committee meeting held on Tuesday 3rd February 2026.
It was **RESOLVED** to approve the Minutes of the Finance Committee meeting held on Tuesday 3rd February 2026 as a true and accurate record of the proceedings. Proposed Cllr Braiden, seconded Cllr Rymer – all in favour.

F111 25/26 Clerks' and Chairman's report
None

F112 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

F113 25/26 To agree to reconvene the meeting following Public Participation.
N/A

F114 25/26 To consider and agree the following policy documents for 2025:-
- **Financial Regulations –** Queries were raised on and amendments made. Clerk to re-circulate when amendments completed.
- **Financial Risk Register –** This has been looked at by the Internal Auditor who agrees that this is satisfactory. We are aware however, that this needs to be considered in more depth and Cllr Goldstone to meet with the Clerk to discuss this, as this is his field of expertise. **(ACTION: Clerk to meet with Cllr Goldstone on Friday)**
- **Effectiveness of Internal Audit –** No changes
- **Grant Awarding Policy –** Change of wording was considered relating to point 3, but generally the document had no changes.
- **Financial Reserves Policy –** No changes

It was **RESOLVED** to agree documents subject to any amendments and to recommend these to Full Council. 5 in favour, 1 abstention.

ACTION: Clerk to amend documents and to re-submit to Committee members

F115 25/26 To consider and agree any adjustments to EMR's for 2026/27
This to be considered at the next meeting.

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

F116 25/26 To consider and agree appointment of Internal Auditor for 2026/27 audit.
Following discussion it was **RESOLVED** to agree to appoint Bridget Bowen as Auditor for 2026/27. Proposed Cllr Foxall, seconded Cllr Braiden – all in favour. Cllrs were advised that in keeping with good practice it may be that another auditor would be chosen for 2027/28 audit.

ACTION: Clerk to contact Mrs Bowen with letter of appointment.

F117 25/26 To consider and agree extra costs for improving security measures for Council mailboxes.
The Clerk requested that this matter be deferred to another meeting as further information is being sought. The Committee agreed.

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

F118 25/26 To consider and agree recipients for yearend small grants (upto £500)
The Chair suggested that this matter is deferred to the Grants Sub-Committee who could agree their recommendations by e-mail for presentation to Full Council. All in favour.

ACTION: Item to be agreed by Sub-Committee via e-mail for recommendation to Full Council

F119 25/26 To consider and agree distribution of funds ringfenced for youth and vulnerable residents services.
It was **RESOLVED** defer this item to the next meeting.

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

F120 25/26 To receive the list of signatories and direct debits year ending 31st March 2026
A list of direct debits was circulated. A list of signatories was also available although this Clerk to update following recent changes.

F121 25/26 Other matters the Chair considers urgent
None

F122 25/26 Date of next meeting 7th April (if required)

IN CAMERA

F123 25/26 Update on Community Projects Fund Applications
Cllr Braiden gave a brief update on how the decisions for the grants to be awarded were arrived at. Full details are contained within the Minutes from the sub-committee meeting. Thanks were expressed by the Chair to Cllr Braiden and the Committee.

There being no further business the meeting closed at 8.15pm

Chairman……………………………………… ……………………………………2026