

**Minutes of the FINANCE AND GOVERNANCE COMMITTEE meeting held on 14th July
2025 at 9.00am at the Town Hall.**

REP FG 07.25

Present – Cllrs; Davy, Goldsmith, Jarvis (Chair).

Town Clerk/ RFO

Members of public – Nil

1. **Apologies:** To receive apologies for absence. Apologies were received from Cllr Flunder. Approved.

2. **Declarations of interest:**

- a. To receive any declarations of Non-Registrable Interest regarding the agenda. Cllr Davy re 1 Strickland Place.
- b. To receive any declarations of Disclosable Pecuniary Interest/ Other Registrable Interest regarding the agenda. Nil
- c. To receive any request for dispensations regarding the agenda. Nil

3. **Matters from the public on matters relating to matters on the agenda.**

Nil

4. **Minutes of June 2025 - Fin Rep 06.25.** Received and noted. Signed by Chair of Cttee.

5. **To review management accounts to 30th June 2025.**

Management accounts for Month 3 June 2025 had been circulated prior to the meeting alongside the budget commentary. See papers attached.

Management accounts were reviewed on a line-by-line basis against budget and discussion took place on individual items.

The month 3 management accounts and bank reconciliations, including the Earmarked reserves, were reviewed and approved by committee and it was agreed that the Chair of the Cttee sign off as required.

Income

First half precept £88,326 received.

ESC grant money for community connector resource received £6,500. Also £5528 for Ferry rd. garden works carried out.

First half CIL received - £2,499.99.

Expenditure

Year end adjustments had been brought through to the budget.

Insurance has been paid in advance through to Feb 2026.

Professional fees for Station Rd is the invoice for the final party wall inspections.

Donations CREDIT BALANCE – include an agreement for SEAS £500 which has not yet been required.

Ev chargers – costs £2740 . Income £3466. Bills/ income do not align in time periods – see separate spreadsheet.

6. **To review the balance sheet and to approve reconciliations to 30th June 2025.**

Balance sheet – Balances £1,426,153 with general reserves at £249,311. CCLA = £1.2m of those balances – rest in Lloyds accounts.

7. **To review Reserves – see detailed analysis.**

Reserves noted and approved. See attached. No changes since year end.

8. **Investment in CCLA** = £1.2m of those balances – rest in Lloyds accounts.

The monthly CCLA update had been circulated and noted by all.

9. **Internal Audit Report to 31st March 2025. To consider progress of advisory notes.**

See Timeline / project plan - all those due by June 2025 have been completed.

New Assertion 10 Audit requirements for 2025. Clerk has attended some information sessions about the new requirements and will keep updated as more information is available.

10. **Agar – External Audit – and Public Rights**. The period for public rights had been signed off by full council. Due to the date of the June council meeting, an extension had been approved by the external auditor for the submission of the required documents and the AGAR. It was confirmed that the submission had been made prior to the deadline

11. **Tenders** – the Hurren Terrace Gable End tender has not yet been signed off with the contractor and no start date has yet been agreed.

12. **Bank signatories / CCLA signatories** - To review.

Signatory forms obtained for completion as required.

Cllr Jarvis will find out more about the sale of CCLA and if/ how that might affect the funds.

13. **Pension re enrolment – To note action required.** Third anniversary of previous re enrolment date – 17th November 2025. Redecoration deadline 16th April 2026. Noted.

14. **Policies for review** – Draft pension policy to go to Employment working group.

15. **Grants / Donations** update of those received and any new opportunities/ requests including;

Monies Received

Nil

Grant Opportunities

See ESC weekly grant Finance updates.

Other Grants / donations information and requests received.

Southgen group has asked for donation of £1320 for some planters, parasols etc for the outdoor area previously used by the nursey. This will be used for children who go to the family tea club.

Recommend that council approves donation of £1320. Plaque to evidence the STC contribution to be requested.

16. **LGR – update.**

ESC will be making their decision in July as to how many unitaries they will be advocating.
Cttee will meet with ESC in July to start discussions re asset transfers.

Date of next meeting – Likely to be 29th September at 9am.

Future meetings; 16th October 9am. 19th Nov 9am. Budget setting 26th Nov 9am. 20th Dec 9am.

If Required Exclusion of Public and Press: *Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is proposed that, due to the confidential nature of the business to be transacted, the public and press leave the meeting during consideration of the following.*

Property - rental matters

Await update re Fire Station site.

Recommendations

Southgen group has asked for donation of £1320 for some planters, parasols etc for the outdoor area previously used by the nursey. This will be used for children who go to the family tea club.

Recommend that council approves donation of £1320. Plaque to evidence the STC contribution to be requested.