

Littlemore Parish Council

c/o 8 Nicholas Avenue, Old Marston, Oxford OX3 0RN
Tel: 07377 682216 Email: clerk@littlemoreparishcouncil.gov.uk

You are hereby invited to attend the Finance and General-Purpose Committee meeting to be held at **Edith Kempson House, Chapel Lane, Littlemore, Oxford OX4 4QB** on **Thursday 31st July 2025 at 7pm** for the purpose of transacting the following business. Members of the public and press are invited to attend.

Yours sincerely

Tim Cann

Acting Clerk

Issue Date: Sunday 27th July 2025

Agenda

Public Forum – the first ten minutes are available for the public to speak or ask a question on relevant Parish Council matters on the following Agenda. The public are welcome to stay and observe the rest of the meeting.

FG 033/25 Chair's Welcome

FG 034/25 Apologies for absence

Apologies received by the Chair will be recorded and it will be for the Committee to decide whether to approve a member's reason for absence.

FG 035/25 Declarations of Interest

To receive any pecuniary or non-pecuniary declarations of interest and confirmation of any relevant dispensations.

FG 036/25 Minutes of Previous Meeting

The scheduled meeting of Thursday 26th June was inquorate, so no minutes taken. To receive and approve as correct record the minutes of the F&GPC meeting held on Thursday 29th May 2025.

FG 037/25 Clerk's Report

To receive an update on:

- AGAR and supporting documents have been sent to Moore the external auditor.

FG 038/25 Bank Balances

To review the balances as of 27th July 2025

Unity Trust Current Account	9,133.93
Unity Trust Deposit Account	2,578.73
Lloyds Community Account	
CCLA	
Lloyds Business Card	
National Saving & Investment	583.78

FG 039/25 Receipts Report

To note the following receipts up to 27th July 2025

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| • Oxford City Council (CIL Payment) | £246,415.70 |
| • Interest on Unity Trust Deposit Account | 13.75 |

FG 040/25 Payments Report

To approve a list of payments up to 27th July 2025.

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| • Freeths LLP (Employment Solicitors) | 1,200.00 |
| • Harlequin (Playground Repairs) | 1,194.46 |
| • DM Payroll (Payroll Services) | 322.00 |
| • OALC (Training) | 180.00 |
| • ONPA (Membership) | 25.00 |
| • Thompsons Solicitors (Employee's Solicitors) | 480.00 |
| • Clear Insurance (annual premium) | 2,541.96 |
| • Wicksteed (Tools for Repairs) | 89.30 |
| • Oxford Direct Services – DD (Waste Collection) | 76.90 |
| • CCLA (Internal Transfer) | 56,000.00 |
| • CloudyIT (DD - June) | 161.64 |
| • EE (DD - June) | 34.16 |
| • British Gas (DD - June) | 75.84 |
| • Castle Water (DD - June) | 16.09 |
| • Unity Trust (Service Charge - June) | 9.45 |
| • CloudyIT (DD – July) | 161.64 |
| • EE (DD – July) | 34.16 |
| • British Gas (DD – July) | 67.25 |
| • Alder Security (Service) | 120.00 |
| • ODS (DD) | 55.36 |
| • Castle Water (DD – July) | 13.32 |
| • CSN Building (Tree work) | 200.00 |
| • Edmead Electrical (5-year Safet Report) | 505.00 |
| • OALC (Training Invoice – MW) | 42.00 |

FG 041/25 Payments Awaiting Approval

To consider a list of payments awaiting approval:

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| • Pi (Operational Inspection) | 324.00 |
| • Paul Russell (Internal Auditor) | 295.00 |
| • Oxford City Council (Rent) | 20.00 |
| • Susie Aldridge (Refund for postage) | 24.70 |
| • Origin Solutions (Weed Spraying Equipment) | 377.81 |

FG 042/25 Budget Monitoring Report

To review Expenditure v Budget and Income v Budget up to 27th July 2025

FG 043/25 Reserves

To receive an update on LPC's reserves.

FG 044/25 Financial Regulations

To review and adopt the revised Financial Regulations using the National Association of Local Councils model and resolve any necessary actions.

FG 045/25 Items of an urgent nature brought to the Clerk's attention, since the agenda was set. The Clerk must be informed before the start of the meeting for any item to be considered.

FC 046/25 Date of Next Meeting Thursday 25th September 2025

To agree the date of the next meeting.