

Minutes of the Littlemore Parish Council Finance & General-Purpose Committee Meeting Held on Thursday 29th May 2025 at Edith Kempson House

Present: Cllrs Chris Smowton (Chair), Susie Aldridge (SA), Maggie Willis (MW), Dorian Hancock (DH).

In attendance: Tim Cann (Acting Clerk)

Members of the Public: 0

Meeting opened: 19.00

Public Forum No members of the public requested to speak.

FG 1/25 Chairs Welcome

The chair welcomed everyone to the meeting.

FG 2/25 Apologies for absence

No apologies received.

FG 3/25 Declarations of Interest

None declared.

FG 4/25 Minutes of Previous Meeting

The Council received and approved as a correct record the minutes of the Full Council Meeting held on Thursday 29th May 2025.

- Clerk to give old laptops to Chris Smowton to check if in working order.
- It was RESOLVED to hire Jon Ramsay for two hours twice a month at a cost of up to £400 per year to perform weedspraying. To be managed by the clerk.

FG 5/25 Clerks Report

- The clerk informed the committee that he had contacted Paul Russell, last year's internal auditor, and he is willing to audit the accounts. He suggested contacting Moore, the external auditor, for an extension on the deadline for the submission of the AGAR. The clerk has emailed Moore, the external auditor.

FG 6/25 Bank Balances

The committee noted the balances as at the 22nd May 2025.

FG 7/25 Receipts Report:

The clerk advised the committee that CiL funds had been received.

- Clerk to ask Loraine for deadlines dates.

FG 8/25 Payments Report.

The clerk went through the items for payment.

FG 9/25 Payments Awaiting Approval

It was RESOLVED to approve the awaiting payments:

- Legal advice
- OALC
- The chair proposed spending £73.00 for 5,000 fliers promoting Daybreak, who are looking to introduce a pickup/drop-off bus service helping disabled folks in Littlemore operating on Fridays

FG 10/25 Budget Monitoring Reports:

The committee noted the reports on expenditure v budget and income v budget.

FG 11/25 Reserves.

No report was presented this time around; the committee requested some items of expenditure currently attributed to budget lines should be reallocated to reserves and reserves reporting be resumed at next meeting.

FG 12/25 Financial Regulations:

- The committee noted that the draft financial regulations require a further pass; ACTION chair to circulate a new draft. So deferred to July meeting.

FG 13/25 Neighbourhood Plan:

It was RESOLVED to approve the one-off payment of up to £300.00 for consultation on Neighbourhood Plan.

FG 014/25 Insurance Renewal 2025/26:

It was RESOLVED to renewal for one year only.

It was also noted that the asset register needed reviewing.

FG 015/25 Park and Play Equipment Maintenance:**FG 016/25 PC 48/24 Closed session**

To resolve, under Section 1, Paragraph 2 of the Public Bodies (Admissions to Meetings Act), that the public be excluded from the meeting for the following items of business by reason of the confidential nature of the business to be transacted.

The Acting Clerk left the room.

FG 017/25 To Review the recommendations of the Personnel & Standards Committee regarding the Acting Clerk.

The recommendations were approved.

FG 018/25 Date of Next Meeting Thursday 26th June 2025

MEETING CLOSED: 21:20