



**Minutes of the meeting of the Finance and Governance Committee held in the Committee Room
Community Centre, Eskdale Road on Tuesday 5th November 2024**

PRESENT: Councillors Kirve (Chair), Smith, and Wood.
Clerk: Tony Skeggs Residents: None.

F24/39	APOLOGIES – Apologies were received and accepted from Cllr Shrivastava.	
F24/40	DECLARATION OF INTEREST – There were no new declarations of interest.	
F24/41	MINUTES OF PREVIOUS MEETING The minutes of the Finance and Governance Committee meeting held on 3 rd September 2024 were AGREED as a true and accurate record.	
F24/42	POLICIES The following policies were reviewed: a) Asset Register – The policy was adopted after the following: <ul style="list-style-type: none"> Section 5.3. Explanation of AGAR added. Sign off dates updated and policy to be reviewed every two years. b) Additional Hours Worked – The policy was adopted after the following: <ul style="list-style-type: none"> Sign off dates updated and policy to be reviewed every three years. c) Apologies For Absence – The policy was adopted after the following: <ul style="list-style-type: none"> The cutoff date for notification was set at 5pm on the day of the meeting. The sign dates updated and policy to be reviewed every three years. d) Co-option – The policy was adopted after the following: <ul style="list-style-type: none"> The reference to “Bucks Herald” was changed to “Local Newspaper”. The sign dates updated and policy to be reviewed every three years. e) Equality, Diversity & Inclusion – The policy was adopted after the following: <ul style="list-style-type: none"> Sign off dates were updated. 	
F24/43	2025/26 DRAFT BUDGET The clerk presented the draft budget for 2025/26 for consideration. The forecast position for 2024/25 was a deficit of £48,290 which was attributable to the solar panels project and the legal fees for the Bucks CC S&S Club judicial review. This would leave the reserves at £397,500. The meeting then reviewed the 2025/26 individual budgets on a line-by-line basis with some of the figures being reviewed and clarified. It was AGREED to make the following changes to the 2025/26 draft budget: <ul style="list-style-type: none"> 1090 – Interest – Increased from £5,000 to £6,000. 4116 – Advertising – Reduced from £500 to £0. 4230 – Community Centre – Reduced from £10,000 to £5,000. 4232 – CCTV – Increased from £500 to £1,000. 4282 – Playing Field Footpath – Reduced from £10,000 to £5,000. 4172 – Annual Community Event – Reduced from £10,000 to £7,500. 4173 – VE Day Celebration – Reduced from £5,000 to £3,500. After making the changes the budget position showed a deficit of £69,460. Although, the 2025/26 tax base figures were not yet available, the meeting discussed what the level of the precept should be. There had been no increase in the Band D in 2024/25, so it was proposed, by Cllr Kirve, that an increase of 2% be recommended to Full Council. This would give a precept figure of £213, 575 and reduce the deficit to £65,275. This was AGREED . Cllr Smith highlighted that a number of the 2025/26 budget figures were contingency figures and so it was likely that the deficit would be lower.	Clerk



F24/44	DATE OF NEXT MEETING The next meeting would be on Tuesday 11 th February 2025.	
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The meeting closed at 8.55pm.

Signed: _____

Date: 11th February 2025

Action List

Date	Minute	Description	By Whom	Status
13/02/24	24/04	Investigate Change of Internal Auditor.	Clerk	Outstanding
13/02/24	24/08	Open RBS Liquidity Deposit Account.	Clerk	Outstanding
11/04/24	24/18	Online Information Security Training Courses.	Clerk	Outstanding
03/09/24	24/36	Investigate Other Deposit Accounts.	Clerk	Outstanding