



# H A D D E N H A M

## P a r i s h C o u n c i l

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### DRAFT MINUTES

### FINANCE AND GENERAL PURPOSES COMMITTEE

Monday 14<sup>th</sup> July 2025, starting at 20:02

Conference Room, Haddenham Village Hall and remotely via Zoom

**Present:** Cllr. Smith, Cllr. Thawley, Cllr. Truesdale (Chair), and Cllr. Wheeler.

**Clerk:** Ms Gilbert

**Finance and General Admin Officer:** Mrs Little

**Committee and Communications Officer:** Mrs Hull

**Members of the public:** None

**Joining remotely via Zoom:** None

#### F26 01 APOLOGIES

Apologies for absence were received and accepted from Cllr. Kidby.

No apologies for absence were received from Cllr. Brown and Cllr. Desmier.

#### F26 02 DECLARATIONS OF INTEREST

There were no declarations of interest.

#### PUBLIC PARTICIPATION

There were no members of the public present.

#### F26 03 MINUTES

The minutes of the meeting held on 3<sup>rd</sup> February 2025 were **AGREED** as a true record and signed.

#### F26 04 ACTION PLAN

The updated Action Plan for Q1 2025/26 was received. There was a query about the inclusion of a 4<sup>th</sup> member of the grounds maintenance team. The Clerk explained that this would be discussed in detail at the Facilities Committee meeting in October for budget setting for 2026/27 where future plans to increase the grounds maintenance team due to the acquisition of more land would need to be considered.

#### F26 05 FINANCES

- (i) The changes to the annual management charges for the Public Sector Deposit Fund were noted. Further communication regarding CCLA joining Jupiter Group had also been received.
- (ii) The quarter one finance reports for 2025-26 were not yet complete and are deferred to the next full council meeting on the 4<sup>th</sup> August 2025.
- (iii) The bank reconciliations for Q1 still need to be checked against the bank statements.

#### F26 06 GRANT APPLICATIONS

The Haddenham Tennis Club grant application for £350 to continue tennis coaching for Haddenham Schools was **AGREED**.

**F26 07 YOUTH CLUB**

- i) The meeting with Haddenham Junior School on 9<sup>th</sup> July 2025 was noted.  
The meeting was very constructive and the challenges with school space due to the growth of the school were the main discussion. The youth club were able to get a free snooker table which is currently being stored at the Airfield Pavilion, however it was agreed that there isn't space for it in the Youth Centre due to the other uses by the school, so a new home will need to be found for it. The school also asked the Youth Club if it would be possible to change the opening times as their current time overlaps with the WASPS after school club, however a survey indicated that the current time was preferred so for now the time will be kept the same. The Youth Club is a very important facility especially during the Year 6 to 7 transition period to secondary school and keeping it running is a priority. It was suggested that the youth club may need to be relocated in the future. Cllr. Smith recommended that the Youth Club should be included in the scenario planning for Haddenham 2045.
- ii) It was noted that the arrangements for the additional sporting activities for Youth Club have now been completed.
- iii) It was noted that the Parish Council funded Summer Camp on the 28<sup>th</sup> August 2025, run by JR Sports has been confirmed and arrangements are in place.

**F26 08 SUB-COMMITTEE TO REVIEW POLICIES**

It was **AGREED** that Cllr. Matharu and Cllr. Truesdale will review policies in preparation for the Gold Award submission in September.

**F26 09 SIGNAGE FOR AIRFIELD AND WOODWAYS PAVILION**

A budget of up to £2,000 for new signage at the entrances to the Airfield and Woodways car parks was **AGREED**.

**F26 10 INFORMATION TECHNOLOGY POLICY REVIEW**

The Information Technology Policy had been reviewed with some minor amendments and it was **AGREED** to adopt the updated policy.

It was **NOTED** that a new assertion will be include in the Annual Governance statement regarding digital and data compliance.

Cllr. Smith suggested that it would be beneficial for the PC to undertake basic training on data security and safety. The Clerk will try to identify suitable courses.

**F26 11 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA**

None

**CONFIDENTIAL ITEMS**

There were no confidential items to discuss.

**F26 12 DATE OF NEXT MEETING**

Monday 10<sup>th</sup> November 2025.

**CLOSURE OF THE MEETING**

There being no further business to be transacted the meeting closed at 8.35pm

Signed: \_\_\_\_\_ DRAFT \_\_\_\_\_  
Chair

Date: 10<sup>th</sup> November 2025