



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 MEETING**

Monday 10th November 2025, 19:48
Conference Room, Haddenham Village Hall and remotely via Zoom

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

Clerk: Ms. Gilbert

Members of the Public: none

Joining remotely via Zoom

Members of the public: 2 and Cllr Matharu

F26 13 APOLOGIES

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

F26 14 DECLARATIONS OF INTEREST

There were no declarations of interest.

PUBLIC PARTICIPATION

There were no requests to participate.

F26 15 MINUTES

The minutes of the meeting held on 14th July 2025 were AGREED as a true record and signed.

F26 16 ACTION PLAN

The Action Plan for 2025-30 was reviewed and progress updates to the end of quarter 2 were NOTED.

F26 17 FINANCES

- (i) The quarter two finance reports for 2025-26 were reviewed in detail. The majority of the budget lines are within budget. The Facilities budgets have changed since the previous financial year due to the transfer of the grounds maintenance service in-house, which makes the year to year comparison more difficult for these budgets. The staffing budget has increased from the previous year due to the facilities staff costs being added.

The main over spends are:

Sports pitch maintenance – due to additional work carried out to deal with the poor surface at the Airfield.

Van lease – due to a large invoice for respraying a returned vehicle>

Training – due to running courses in-house with outside attendees who contributed to the cost which appears on the miscellaneous income.

Insurance costs have increased due to the cyber insurance renewal having crossed to a higher risk threshold with the Council's increased income. Also the cost of insuring the

grounds maintenance van has been taken out of the lease and brought in-house to reduce the cost of adding an additional driver.

Interest received is again a good additional source of income.

It was noted that the Council has still not been invoiced for street light energy since February 2025 so the current expenditure is an accrual based on earlier invoices. During this period the contract expired with Engie and they have been problems getting accurate quotes to renew. The problems seem to relate to the change from unmetered to a half-hourly metered supply for street lights.

- (ii) The bank reconciliations for Q2 will be checked against the bank statements after the meeting.

Clerk's post-meeting note:- this has been done.

- (iii) The first draft of the Business Plan for 2026-31 was reviewed. The majority of the projects are ongoing but it has been updated to include Future Haddenham and the extension to Banks Cottage that are new projects started in the last year and the new climate emergency projects.

- (iv) The first draft of the budgets for 2026-31 were reviewed.

Buckinghamshire Council will not be issuing the tax base to parishes until 1st December so all budgeting to date is based on inflation at the September RPI of 4.5% or known costs. The staffing budget has been increased to allow for the NALC pay award and an additional caretaker role. The Facilities budgets will need a more detailed review at the committee meeting on 1st December where the decision on bringing further work in-house, purchasing equipment and staffing levels will be considered. The purchase of a van instead of leasing will impact on reserves, but would reduce operating costs, with a likely overall saving. The transfers to reserves will also need to be reviewed by the Facilities Committee as many relate to long term asset management.

F26 18 REVIEW OF POLICIES

More time is needed to review the following policies, which will be included in the next full Council agenda in January 2026:

- (i) Code of Conduct
- (ii) Communications Policy
- (iii) Complaints Procedure
- (iv) Dignity at Work

F26 19 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

CONFIDENTIAL ITEMS

There were no confidential items.

F26 20 DATE OF NEXT MEETING

Monday 23rd February 2026.

CLOSURE OF THE MEETING

There being no further business to be transacted the meeting closed at 21:08

Signed: _____ DRAFT _____
Chair

Date: 23rd February 2026