



DRAFT MINUTES
FINANCE AND GENERAL PURPOSES COMMITTEE MEETING

Monday 23rd February, 20:00

Conference Room, Haddenham Village Hall and remotely via Zoom

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

Clerk: Ms. Gilbert

Committee and Communications Officer: Mr Fox

Finance and Administration Officer: Mrs Little

Members of the Public: None

Joining remotely via Zoom

Members of the public: None

F26 21 APOLOGIES

Apologies for absence were received and accepted from Cllr. Desmier and Cllr Smith.

F26 22 DECLARATIONS OF INTEREST

There were no declarations of interest.

PUBLIC PARTICIPATION

There were no requests to participate.

F26 23 MINUTES

The minutes of the meeting held on 10th November 2025 were **AGREED** as a true record and signed.

F26 24 ACTION PLAN

The Action Plan for 2025-30 and progress updates to the end of quarter 3 were reviewed and **NOTED**.

F26 25 FINANCES

- (i) The quarter three finance reports for 2025-26 were reviewed in detail. Most budget lines remain within budget. Some of the facilities budgets have been restructured following the move to in-house grounds maintenance in September 2024. Several new expenditure codes have been created to separate fuel, equipment purchases, servicing, and workshop costs, while some historic codes now capture a narrower range of items.

The main variances were:

- Sports pitch maintenance, which is over budget due to additional work recommended through the pitch-power grant process.
- Van lease, which overspent due to additional charges from the hire company; the Council

has since opted to purchase its own vehicle.

- Dog bins, where prior-year invoicing errors by Bucks Council resulted in an incorrect budget being set.
- Facilities training, which increased due to new staff, though some costs are offset by income from hosting courses.

Income from pavilion is reduced this year due to the reduced cost of electricity, 70% of which is paid by

and pitch hire is lower than last year due to reduced electricity charges and the absence of a senior football team at the Airfield. Interest on investments continues to exceed the conservatively set budget.

Tree work remains within budget, with further work expected in Q4.

The second precept payment was received in September.

The Council has still not been invoiced for street lighting energy since February 2025, so current expenditure is based on accruals from earlier bills. Renewal of the electricity contract has been delayed due to complications arising from the transition from unmetered to half-hourly metered supply.

- (ii) The bank reconciliations for Q3 were checked against the bank statements prior to the meeting by Cllr. Truesdale. There were no issues, this was **NOTED**.
- (iii) The Interim Internal Audit Report was received. It was **NOTED** that the report did not state any issues.

F26 26 PARISH COUNCIL MOBILE PHONE APPLICATION

Mr. Fox provided a brief overview of the pros and cons of introducing a new mobile phone application for the Parish Council. It was **NOTED** that it may increase engagement with the option of introducing notifications for residents about the ongoing works of the Parish Council. Other Parish and Town Councils were contacted for feedback concerning their use of an application. Generally, positive feedback was received. It was **AGREED** that the Parish Council will proceed with the next steps for introducing the application.

F26 27 REVIEW OF POLICIES

The following policies were reviewed and it was **AGREED** that the proposed changes, which will be uploaded onto the website, will be implemented:

- (i) Internal controls
- (ii) Investment strategy
- (iii) Adults at risk
- (iv) Child protection policy
- (v) Dignity at work
- (vi) Volunteers policy
- (vii) Public participation at meetings

F26 28 CORRESPONDENCE AND ITEMS FOR THE NEXT AGENDA

It was **NOTED** that the Parish Council had received £100 in compensation following Engie Power Ltd's failure to invoice a year's worth of the Parish Council electricity use.

CONFIDENTIAL ITEMS

There were no confidential items.

F26 29 DATE OF NEXT MEETING

Monday 27th April 2026.

CLOSURE OF THE MEETING

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

Signed: _____
Chair

Date: 27th April 2026