



Finance Committee Meeting Minutes for Monday, December 15, 2025.

Present: Richard Barrett, Alison Sercombe, Paul Gregory, Toby Newman

Officer: Clerk & Asst Clerk

Members of the Public/ online: 0/0

The meeting opening at 19:30 and closed at 20:19

	Item	Action
#35/25-26	APOLOGIES FOR ABSENCE Apologies received from Cllr Street were accepted and approved. Cllr Barrett Chaired the meeting. Peter Ramsdale absent	
#36/25-26	DECLARATIONS OF INTEREST Cllr Newman- Wheatley Park School, The Merry Bells Committee, Wheatley Windmill Preservation Trust Cllr Barrett- The Merry Bells Committee Cllr Sercombe- Wheatley Windmill Preservation Trust	
#37/25-26	TO RECEIVE MINUTES From Finance Committee meeting on 20th October 2025 – previously circulated. Approved unanimously by the committee and were duly signed by the Chairman of the meeting as a true record of the meeting.	
#38/25-26	TO RECEIVE AN UPDATE ON OUTSTANDING ACTIONS From Finance Committee meeting on 20th October 2025 i. Savings & Investment actions still to complete. Asst Clerk to action. In order d) & c), if d) ok then a) a. We close the Barclays Premium account and move the funds to the CCLA. b. We keep the Barclays current account open and continue for the moment with the Barclaycard. c. We apply for a Unity Trust credit card. The card is issued in partnership with Lloyds Bank who own Unity Trust. If this works well, we decide in the future whether or not to continue with two cards.	

- d. To check how easy it is to move funds in and out of the CCLA we take £1,000 out of the account and then reinvest it.
- e. If d) proves easy we monitor the Unity Savings a/c at each finance committee, check we have enough working capital to cover our cash needs for 6 months and invest any surplus into the CCLA. Add Agenda item to Finance Committee
- ii. Authorised Signatories- Sophie Coda to be added to all accounts

#39/25-26 TO RECEIVE AN UPDATE FROM THE CLERK And includes:

- i. Barclaycard access- statements & payments.
Sept (£99.48), Oct (£272.58) & Nov (£640.36) statements showed payments which were not Wheatley Parish Councils. Checks confirmed these were payments made by the previous Clerk in error. The full amount (£1,012.42) has been refunded to Wheatley Parish Council by the previous Clerk. Their Barclaycard has been cancelled and securely disposed of.
- ii. Interim Internal Audit- passed

#40/25-26 TO CONSIDER GRANT APPLICATION REQUESTS RECEIVED

- i. Wheatley Windmill (£480) (Local Government Act 1972, s. 144)
- Cllr Barret proposed supporting the full amount requested (£480), this was approved by members.
- ii. Howe Trust (£1500) (General Power of Competence/Local Government Act 1972, s. 137)
- Cllr Barrett made a proposal for £900, this was approved by members.
- iii. Wheatley Scouts (£6000) (General Power of Competence/Local Government Act 1972, s. 137)
- Cllr Barrett proposed that this grant was turned down, with a recommendation to the organisation to reapply for a smaller amount and to consider making representation to the council, by attending the meeting, and also apply to other bodies for grants. This was approved by members.
- iv. Wheatley Nursery (£5000) (General Power of Competence/Localism Act 2011 ss1-8)
- Cllr Barrett proposed that this grant was turned down, due to Double Taxation as they are funded by Oxfordshire County Council. This was approved by members.

- v. Citizens Advices Bureau (£700) (Local Government Act 1972, s. 142a)
 - Cllr Sercombe made a proposal for £500, this was approved by members.

Grants Budget 2025/2026 £7k, spend to date £5k

Update Grants policy to include grant applications over £1k must have someone attend the meeting to be available for questions.

#41/25-26 FINANCIAL MANAGEMENT As of 30.11.2025

#41.1/25-26 Balances

- Barclays Current £ 15,235.94
- Barclays Premium £61,635.82
- Unity Trust Current £ 16,377.54
- Unity Trust Savings £214,275.83
- CCLA £128,573.97

TOTAL £436,099.10

#41.2/25-26 Bank Reconciliation Up to 30.11.2025. Statements and reconciliation were reviewed and signed by the Chairman.

#41.3/25-26 Income & expenditure report Up to 30.11.2025. Noted

#41.4/25-26 Budget update Up to 30.11.2025. Noted. Budget sheet to be corrected to include totals for each budget line.

#41.5/25-26 Reserves update Up to 30.11.2025. Noted

#41.6/25-26 Debtors report Up to 09.12.2025. Noted

#42/25-26 SCHEDULE OF PAYMENTS AUTHORISED & BARCLAY CARD STATEMENT

Schedule of Payments

Barclay Card statement- access obtained and statements to be presented at next Finance Committee Meeting

#43/25-26 TO CONSIDER GRANT APPLICATIONS TO EXTERNAL BODIES

- i. Capital Grant Application 2026- Church Rd Rec refurb, decision date Feb 2026
- ii. Community Infrastructure Fund to be considered for the future

iii. Other external grants

#44/25-26 TO CONSIDER CIL EXPENDITURE- Noted

#45/25-26 MANAGEMENT OF RISKS To approve updated Risk Register. Approved

#46/25-26 CORRESPONDENCE AND ANY URGENT ITEMS REQUIRING ATTENTION

- i. Unity Bank fees & charges change effective 01.02.2026- Noted
- ii. Financial Services Compensation Scheme increase from £85k to £120k for deposit protection- Noted
- iii. Consider a request to financially support the 2026 May Day Celebrations. Cllr Newman abstained from any decision. Cllr Barrett proposed to support with Financial Governance to support Community Events.
- iv. Consider a request to financially support the 2025 Wheatley Park School Prize Giving. Cllr Newman abstained from any decision. Cllr Sercombe made a proposal for £250, and a retrospective Grant application, this was approved by members.

#47/25-26 ITEMS FOR INFORMATION

#48/25-26 DATE OF NEXT MEETING Monday 16th February 2026

#49/25-26 TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS DUE TO THE COMERCIALLY SENSITIVE NATURE OF ITEMS TO BE DISCUSSED (Openness of Local Government Regulations 2014 SI2014/2095)

#50/25-26 TO CONSIDER QUOTES FOR TRAILER (Local Government Act 1972 s111)

Trailer bed repairs- £150.00 Richard Kimber- Cllr Gregory abstained from any decision. This was approved by members. Clerk to arrange

Trailer cover- quotes to be sought. This was approved by members. Clerk to arrange up to £150.