



**AGENDA**  
**Finance Committee**



**To all members of the Finance Committee: You are hereby summoned to attend the Meeting of the Wheatley Parish Council Finance Committee on Monday 15<sup>th</sup> June at 7:30pm in the Wheatley Parish Council Office for the purpose of transacting the following business.**

*Allison Leigh*, Locum Clerk 10<sup>th</sup> June 2026

- #1/26-27 Election of Chair of the Finance Committee**
- #2/26-27 Election of Vice Chair of the Finance Committee**
- #3/26-27 Apologies**
- #4/26-27 Declarations of Interest/Dispensations**
- #5/26-27 Public Participation**
- #6/26-27 Minutes of the meeting of the 27<sup>th</sup> April 2026:** To agree and sign the [minutes of the meeting of the 27<sup>th</sup> April 2026](#)
- #7/26-27 Terms of Reference:**
  - i. To note the Terms of Reference agreed at the Annual Parish Council Meeting.
  - ii. To consider bringing any necessary changes to the next meeting of the Full Council
- #8/26-27 Bank Mandate:** To confirm the bank signatories
- #9/26-27 To receive an update on outstanding actions with no decision**
  - i. Savings & Investment actions still to complete. In order d) & c), if d) ok then a)
    - a. Close the Barclays Premium account and move the funds to the CCLA.
    - b. Keep the Barclays current account open and continue for the moment with the Barclaycard.
    - c. Apply for a Unity Trust payment 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. 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 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.
  - ii. Authorised Signatories- Locum Clerk (Allison Leigh) added

**#10/26-27 To receive an update from the Clerk/Assistant Clerk with no decision**

- i. The 2026/2027 AGAR has been submitted.
- ii. Internal Checker 2026/2027: To be completed September and February
- iii. 2026 Pay Review (01.04.2026)- Ast Clerk & Locum Clerk, awaiting NJC 2026/2027 Pay Award, which will be back dated as and when announced.

**#11/26-27 Financial Management as of 31.05.2026**

- i. Bank Reconciliation/Balances
  - a. To consider the amount to be kept in the Barclays current account and agree any transfers required
- ii. Income and Expenditure Report
- iii. Budget Update
  - a. To consider any adjustments needed
- iv. Reserves Update
- v. Debtors Report

**#12/26-127 Schedule of payments authorised**

- i. Schedule of Payments

**#13/26-27 Grounds maintenance quotes**

- i. To consider delegating the specification and obtaining of grounds maintenance quotes from 01.04.27 – 31.03.2030 to the Locum Clerk

**#14/26-27 To consider grant applications requests received**

- i. Wheatley Scouts

**#15/26-27 Capital grant**

- i. Capital Grant Application 2026 (SODC)- Church Rd Rec Refurb, Grant awarded (£50k) and payment 1 (75%, £37,500) of 2 received 30.01.2026. Payment 2 due on completion of the project (T's & C's apply). Note: The Council is in the process of agreeing the final payment with Homefront.

**#16/26-27 Scheme of Delegation: To note decisions made under the Scheme of Delegation**

- i. The Event Company – Lighting for Wheatley Christmas Fair: £540 including VAT.

- #17/26-27 To consider CIL expenditure**
  - i. To consider any CIL funding for Littleworth Field
- #18/26-27 Insurance:** To consider the adequacy of insurance cover
- #19/26-27 Management of Risks:** To review the [risk register](#)
- #20/26-27 Correspondence and any urgent items requiring attention**
- #21/26-27 Items for information**
- #22/26-27 Date of next meeting:** To confirm the date of the next meeting as the 19<sup>th</sup> October 2026 at 7:30pm in the Parish Council office