

**DAVENTRY TOWN COUNCIL**

**Minutes of the Finance, Policy & Assets Committee held at 3 New Street, Daventry on Monday, 9<sup>th</sup> December 2024 at 18:30hrs.**

**PRESENT:** Cllr Alan Knape – Chair

**Councillors**

Ian Adkins  
Mike Arnold  
Scott Cameron  
Stephen Dabbs  
Janet Matthews  
Ted Nicholl  
Lynne Taylor  
Katie Thurston

**IN ATTENDANCE:** Sarah Fox - Responsible Finance Officer (RFO)  
Deborah Jewell - Chief Officer (CO)  
Mel Bland – Operations Officer  
3 Members of the Public  
0 Members of the Press

**OPEN FORUM.**

None.

**FP2412.1 APOLOGIES FOR ABSENCE.**

None.

**FP2412.2 DECLARATIONS OF INTERESTS.**

No pecuniary or non-pecuniary interests declared.

**FP2412.3 MINUTES.**

<b>RESOLVED:</b>	That the Minutes of the Finance & Policy Committee meeting held on Monday 11 <sup>th</sup> November 2024, be approved, and signed as a correct record.
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**FP2412.4 COMMUNITY GRANT(S).**

Members considered the grant application submitted by Home Start Daventry & South Northants, and it was

<b>RESOLVED:</b>	That the sum of £1,000 be awarded to Home Start Daventry & South Northants to provide funding to support the provision of running the 10 'Mother Hub' sessions to commence in January 2025.
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**FP2412.5 POLICIES.**

<b>RECOMMENDED</b>	(i) Co-Option of Town Councillors, as amended be approved. (ii) Audio Recording of Meetings, be approved. (iii) Data Protection, be approved. (iv) Market Terms & Conditions, be approved.
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**FP2412.6 LICENCES.**

Members noted licences issued for events, works and access on land owned by the Council, within the report.

**FP2412.7 INTERNAL FINANCIAL CHECK.**

Cllr Matthews advised that she and Cllr Knape had completed the second quarter financial check and that there were no matters arising.

Members considered the amendments submitted by the RFO to the quarterly financial check procedure, and it was

<b>RESOLVED:</b>	That the Quarterly Financial Check Procedure be approved.
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Members considered the appointment of two members to carry out the financial check for quarter 3, and it was

<b>RESOLVED:</b>	That Cllr Matthews and Dabbs be appointed to review Quarter 3, October 2024 to December 2024.
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**FP2412.8 COUNCIL BUDGET AND PRECEPT 2025/2026.**

Members considered the report submitted by the RFO, following the review of the budget and precept for 2025/2026 carried out at the workshop held on 27<sup>th</sup> November 2024, and it was

<b>RECOMMENDED</b>	That the budget of £1,827,977 for the financial year 2025/2026 be approved. That the precept of £1,643,344 for the financial year 2025/2026 be approved.
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**FP2412.9 EARMARKED RESERVES 2025/2026.**

Members considered the report submitted by the RFO, following the review of the earmarked reserves for 2025/2026 carried out at the workshop held on 27<sup>th</sup> November 2024, and it was

<b>RECOMMENDED</b>	That the earmarked reserves of £646.814 for the financial year 2025/2026 be approved.
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**FP2412.10 FINANCIAL REPORTS.**

Members referred to the financial reports and the Chair confirmed they had seen the bank statements and reconciled the balances.

<b>RESOLVED:</b>	<ul style="list-style-type: none"><li>(i) That the Council budget/income and expenditure report for November 2024 be received.</li><li>(ii) That the statement of Earmarked Reserves for November 2024 be received.</li><li>(iii) That the CIL receipts and expenditure report be received.</li><li>(iv) That the statement of balances and reconciliation as of 30<sup>th</sup> November 2024 be approved and signed.</li><li>(v) That the schedule of payments for the period 12<sup>th</sup> November 2024 to 9<sup>th</sup> November 2024 be approved and signed.</li><li>(vi) It was noted that there were no petty cash payments, inter account transfers or virement for the period 12<sup>th</sup> November 2024 to 9<sup>th</sup> December 2024.</li></ul>
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**FP2412.11 CORRESPONDENCE.**

None.

**FP2412.12 DATE OF NEXT MEETING.**

The next meeting of the Committee will be held on Monday, 13<sup>th</sup> January 2025.

The meeting closed at 19:01 hrs

SIGNED ..... DATED .....

For approval