

**Finance and HR Committee**  
**MINUTES OF MEETING**

**Date:** Monday 6th January 2025 @ 4.00pm      **Venue:** Moulton Community Centre

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*The Finance Committee exercises responsibility to work with the RFO in the management of the Council's financial resources and to consider and recommend strategy and action on policy and operational matters concerned with Council's finances, property and resources. The Finance Committee has delegated powers to spend up to £5,000. Any amount over that value will be reported to the Full Parish Council meeting for full council approval.*

**01/25 Conduct a Public Session (Duration and content at Chairman's discretion)**

None Required

**02/25 Record Attendance, Apologies, Absence**

Councillors (Parish): Cllr Paul (GP), Cllr Moss (GM), Cllr Aarons (DA), Cllr Swallow (YS)

**Public:**      None

**Apologies:**   Cllr Fehnert (SF)

**03/25 Record any Declarations of Interest on subjects included on this agenda**

*Councillors are reminded that if they have either a Disclosable Pecuniary Interest or other interest in any of the agenda items then they should declare the interest and withdraw from the debate or meeting as appropriate.*

None

**04/25 Accept Minutes of Finance and HR Committee Meeting held on 25<sup>th</sup> November 2024**

It was **resolved** to accept the minutes of the Finance and HR Committee held on 25<sup>th</sup> November 2024.

**05/25 Report on Previous Agenda Items**

113/24 a. Scattered Ashes Area repairs have been completed

113/24 c. Cemetery Mapping Project Phase 1 has been undertaken and is complete. Phase 2 begins this month

**06/25 Review of Moulton Parish Council Finances November 2024:**

- a. Income and Expenditure Accounts for November 2024
- b. Bank Reconciliation Statements November 2024
- c. Ear Marked Reserves November 2024

All councillors have received a copy of the following information including an explanation of variances from budget code:

Detailed Income and Expenditure Account for November and Budget Discrepancy Document for November 2024

Bank Reconciliation Statements for November 2024

Ear Marked Reserves year for November 2024

It was **resolved** to recommend to Full Council that the Asset Disposal List for 2024 be approved.

It was **resolved** to accept the quote for paly equipment repairs.  
The EO reported that a quote of £400 had been received and accepted for stone wall repairs. Insurance policy excess is £250. No claim to be made on insurance policy in this instance.

**07/25 Discuss Draft Budget 2025/2026 and Recommend Approval by Full Council**

It was **resolved** to recommend to full council the draft budget for 2025/26 be approved.

**08/25 Discuss Precept Request 2025/2026 and Recommend Approval by Full Council**

It was **resolved** to recommend to full council that a precept request of £489,000 be approved.

EO to compose short article for the Moulton Scene explaining reasons behind decision and impact on households.

**09/25 Confirm Quarterly Internal Review Dates. Report only.**

To confirm that Cllr Paul undertook the Internal Reviews on the following dates:  
Q3 6<sup>th</sup> January 2025

**10/25 Review of Moulton Village Hall Finances November 2024**

- a) Moulton Village Hall Receipts and Payments November 2024
- b) Moulton Village Hall Financial Statement November 2024

All councillors have received a copy of the following Documents:

- Moulton Village Hall Trust Receipts and Payments Summary year for November 2024
- Moulton Village Hall Trust Financial Statements for November 2024

**EXCLUSION OF PRESS AND PUBLIC**

*It is recommended that in view of the confidential nature of the following items, the public shall be excluded while the following item is discussed. This is in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1972.*

**11/25 Update on Hall Hire Charges and Staffing Review.**

**12/25 Date of Scheduled Meetings 2025:**

Wantage Room

Monday 27<sup>th</sup> January @ 4pm

Monday 24<sup>th</sup> February @ 4pm

Monday 24<sup>th</sup> March @ 4pm

Monday 12<sup>th</sup> May @ 4pm

Monday 23<sup>rd</sup> June @ 4pm

Tuesday 26<sup>th</sup> August @ 4pm

Monday 29<sup>th</sup> September @ 4pm

Monday 27<sup>th</sup> October @ 4pm  
Monday 24<sup>th</sup> November @ 4pm

Meeting Closed at 4.26pm

**Chairman's Acceptance Signature..... Date.....**