



## Minutes of Meeting of the Finance and Compliance Committee held on 19 January 2026 at 6.30 pm Hybrid Meeting at the Ostreme Centre & via Teams

**Councillors Present:** Rob Marshall (Chair), Tim Zhou, Richard Jarvis, Martin O'Neill, Pam Erasmus, Sara Keeton and Carrie Townsend Jones

**Officers Present:** Kerry Graham - CO and Ian Hughes - CSO

**FI2601-01** **Apologies:** Cllrs Ian Scott and Phil Keeton,

**FI2601-02** **Declarations of Interest:** None

**FI2601-03** **Minutes of the Previous Meeting of the Committee**  
To approve the minutes of the meeting held on 17<sup>th</sup> November 2025 as a true record.

**RESOLVED** to approve the minutes of the meeting held on 17<sup>th</sup> November 2025 as a true record.

**FI2601-04** **Outstanding Actions from Previous Meeting**  
Outstanding actions outlined by the CSO.

**RESOLVED** outstanding actions updated, and new actions to be recorded in 'outstanding action' report by CSO.



**FI2601-05      Budget Monitoring Reports to 30/11/2025 - Paul Beynon, RFO**  
**Reports attached.**

Financial reports prepared by RFO Paul Beynon, had previously been circulated to councillors. No queries regarding these reports were raised prior to the meeting.

**RESOLVED** to approve the above reports

**FI2601-06      Budget 2026/27**

No new developments since November Meeting, awaits Full Council's Budget Scrutiny Meeting.

**ACTION** RFO to circulate budget report for 2026/27 to all committee members prior to Budget Scrutiny Meeting.

**FI2601-17      Internal Audit Report Recommendations Update**

The RFO had distributed a detailed report prior to the meeting.

**RESOLVED** That the above report be accepted.

The CO highlighted the following recommendation to the above document: -

**Bank Reconciliation Statements**

13 a) The RFO should ensure that henceforth, Bank Reconciliations Statements for the Council's bank accounts are presented to Members, with the original bank statements on at least a quarterly basis, with the Receipt and Approval of the Bank Reconciliation Statements formally recorded in the Council's Minutes

**RESOLVED** That the above recommendation (13a) be approved.

Further to the above recommendation the choice of two councillors would be required to reconcile bank statements with financial data that's been inputted into the accounting software, to ensure that the money has been managed in an appropriate manner. The Councillors would meet up with either the RFO or CO periodically and would be supported by the CO.



**RESOLVED** That Cllrs Jarvis and Zhou to fulfil the role of reconciling the above financial information.

Cllr Townsend Jones noted her gratitude for the contributions of The RFO and CO in compiling the above document. This was endorsed by all those present.

**FI2601-08**

**Policy Working Group Update**

The CO proposed a number of suitable times for the next Working Group Meeting, due to a conflict of commitments and not all members being present it was agreed that the CO will arrange the meeting with those concerned via email. In addition, a reserve working group member was suggested to provide suitable 'cover' for an absence.

**RESOLVED** That the CO will arrange the next Policy Working Group with members through e-mail communication.

**RESOLVED** That Cllr Martin O'Neill will be a 'reserve' member for the working group in cases of absences by members.

**Meeting Finished at 6.46pm**

**Next meeting: 16<sup>th</sup> February 2026**