

To all members of the Finance and General Purposes Committee

Notice is hereby given, and you are summoned to attend a meeting of the Finance and General Purposes Committee on Wednesday 18th June 2025 at School Green Centre, at 19.30



Bruce Winton, Clerk
12th June 2025

Members: L James (Ch), B Johnson, N Masseron, Z Matic, I Montgomery, D Peer & R Tatla

Agenda

1. Confirmation of Chair of Committee

- 1.1 To **CONFIRM** Cllr James, Vice-Chair (Finance & Staffing) as Chair of the Finance & General Purposes Committee for 2025/26
- 1.2 To **SIGN A DECLARATION** of acceptance of office as Chair of the Committee

2. Election of Vice-Chair of Committee

- 2.1 To **RECEIVE** and **CONSIDER** nominations for the election of Vice-Chair for 2025/26
- 2.2 To **ELECT** the Vice-Chair for 2025/26
- 2.3 To **SIGN A DECLARATION** of acceptance of office as Vice-Chair of the committee

3. Public Questions

- 3.1 To **RECEIVE** and **CONSIDER** public questions.

4. Apologies and declarations of members' interests

- 4.1 To **RECEIVE** and **CONSIDER** approval of apologies for absence
- 4.2 To **RECEIVE** members' declarations of interest

5. Minutes of the meeting on 16th April 2025

- 5.1 To **APPROVE** the minutes of the Finance and General Purposes Committee meeting. On 16th April 2025 as a correct record of the meeting*
- 5.2 To **CONSIDER** matters arising from the meeting on 16th April 2025

6. Annual Accounts and Annual Governance and Accountability Return for Year Ending 31st March 2025

- 6.1 To **RECEIVE** and **NOTE** the report from the Internal Auditor*
- 6.2 To **RECEIVE** and **NOTE** the notes to the Financial Statements for the year ended 31 March 2025*
- 6.3 To **APPROVE** Section 1 – Annual Governance Statement 2024/25*

- 6.4 To **APPROVE** Section 2 – Accounting Statements 2024/25*
- 6.5 To **NOTE** the Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return - Exercise of Public Rights for accounts, year ended 31st March 2025*
- 6.6 To **RECEIVE** and **CONSIDER** the reappointment of Claire Connell as Internal Auditor for the coming year
- 6.7 To **RECEIVE** and **CONSIDER** a new assertion for accounts relating to 2025/26 onwards*

7. Terms of Reference

- 7.1 To **RECEIVE** and **CONSIDER** the Terms of Reference of the Finance & General Purposes Committee for 2025/26*

8. Risk Register

- 8.1 To **RECEIVE** and **CONSIDER** a verbal update from the Clerk on the Shinfield Parish Council Risk Register

9. Financial reports

- 9.1 To **RECEIVE** and **NOTE** a report on the bank reconciliation as at 31st May 2025*
- 9.2 To **RECEIVE** and **CONSIDER** a verbal update on current financial position for Financial Year 2025/26

10. Financial Reserves and CIL

- 10.1 To **RECEIVE** and **NOTE** an update on CIL*
- 10.2 To **RECEIVE** and **NOTE** an update on Reserves*
- 10.3 To **RECEIVE** and **NOTE** a verbal update on the Major Repairs Reserve
- 10.4 To **RECEIVE** and **CONSIDER** long-term planning options for CIL including options for the acquisition of freehold titles

11. Draft Revised Standing Orders

- 11.1 To **RECEIVE** and **CONSIDER** draft revised Standing Orders from the Corporate Governance Working Party* (issued earlier)

12. Draft Fraud Policy

- 12.1 To **RECEIVE** and **CONSIDER** tasking the Corporate Governance Working Party to review the draft Fraud Policy alongside their review of Financial Procedures*

13. S106 Funds

- 13.1 To **RECEIVE** and **CONSIDER** SPC's involvement in the development of major S106 agreements
- 13.2 To **RECEIVE** and **CONSIDER** an update on WBC's move to allow S106 records to be viewed via a portal on their website

14. Shinfield North Consultation

- To **RECEIVE** and **CONSIDER** proposals for formal consultation with Shinfield North residents*

15. Land Issues

15.1 To **RECEIVE** and **CONSIDER** a verbal update on the following items

15.1.1 Land Registrations including list of properties

15.1.2 Lease of Ryeish playing fields and Deardon Way Fields

15.1.3 Provision of community space in the north of the parish

15.1.4 Ryeish Green Pavilion

15.1.5 Parish Hall Lease

15.1.6 Assets of Community Value

15.1.7 Millworth Lane

15.2 To **RECEIVE** and **CONSIDER** any areas of land potentially suitable for acquisition.

16. Live Project Teams

16.1 To **RECEIVE** and **CONSIDER** a summary of the current position of live project teams/working parties*

17. Public Art

17.1 To **RECEIVE** and **CONSIDER** a update on the Public Art project

18. Microgeneration

18.1 To **RECEIVE** and **CONSIDER** a verbal update from the Clerk regarding microgeneration

19. Dates of future Meetings

19.1 To **NOTE** the date of the next scheduled meeting which is 15th October 2025

* Paper attached/** Paper to follow