**Minutes of a Finance & Resources Committee meeting held on the 14th July 2025 at 6:30pm in the Council Chamber, Chipping Norton Town Hall**

PRESENT: Cllrs Ian Finney (Chair), Dom Rickard, Mike Cahill, Ben Bibby, Emily Weaver, Athos Ritsperis

ALSO PRESENT:   
Katherine Jang, Town Clerk & CEO  
Louise Warren, Responsible Finance Officer & Deputy Clerk  
1 Member of the public

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| **FR1** | **Election of Chair**  Members received nominations for the election of Chair of Finance & Resources Committee for 2025/26.  Cllr Cahill nominated Cllr Finney, seconded by Cllr Bibby. No other nominations were received.  All in favour, motion carried.  **RESOLVED:** That Cllr Finney is elected Chair of Finance & Resources Committee for 2025/26. |
| **FR2** | **Election of Vice-Chair**  Members received nominations for the election of Vice-Chair of Finance & Resources Committee for 2025/26.  Cllr Weaver nominated Cllr Cahill, seconded by Cllr Bibby. No other nominations were received.  All in favour, motion carried.  **RESOLVED:** That Cllr Cahill is elected Vice-Chair of Finance & Resources Committee for 2025/26. |
| **FR3** | **Apologies for absence**  Apologies were received from Cllr Coleman. |
| **FR4** | **Declaration of interests**  FR11 - Declarations were received from Cllrs Bibby and Weaver as Directors of the Chippy Larder. They abstained from voting or discussion during the grant application consideration.   - Cllr Bibby’s noted that his wife is on the CHAOS committee. He abstained from voting or discussion during the grant application consideration. |
| **FR5** | **Minutes**  **RESOLVED:** That the minutes of the Finance & Resources Committee held on the 17th March 2025 were approved as an accurate record and signed by the Chair.  Spelling of Cllr Rickard  FR34 – Noted that a meeting to discuss the Safeguarding policy is still due to take place (Cllrs Coleman, Finney, and Weaver). |
| **FR6** | **Public Participation**  None received |
| **FR7** | **Committee Action Plan**  Members reviewed the updated committee action plan for the municipal year 2025/26. |
| **FR8** | **[Income and expenditure**   1. Members received detailed current income and expenditure reports by budget heading.  Members queried the EMR movement for the Grounds Maintenance funding. Members agreed to request that the outgoing RFO provides a written report outside of the meeting. 2. Members noted a verbal update from the Town Clerk following the Public Works Loan application. The Council did not draw down the entire approved amount (£162,000) and withdrew a lower amount to reflect the final pricing on vehicles and equipment (£118,853) The outgoing RFO has moved the funds into the Grounds Maintenance EMR. |
| **FR9** | **Schedule of payments for approval**  Members received and noted the schedule of payments which have already been signed by two Cllrs for payment. |
| **FR10** | **Forward Work Programme**   1. Members reviewed the following policies:    1. Co-option Policy No amendments.    2. Mayor’s Allowance Policy No amendments.    3. Investment Strategy Amendments:  6.1 – Finance & Resources Committee 3.1 Note appetite for risk and armaments and environmental issues.   4.4 –Add in risk assessment  5.0 – Will not invest “directly”  **RESOLVED:** That the reviewed policies are sent to Full Council for approval. |
| **FR11** | **Grants**  Members received and considered the first tranche of grant applications for the municipal year 2025/26.   |  |  |  | | --- | --- | --- | | **Organisation** | **Grant Allocated July 25** | **Funding in kind (approx.)** | | Be Free Young Carers' Application | £2,000 \*Provisionally requesting that they submit the full application form |  | | Chipping Norton Amateur Operatic Society (CHAOS) | £2,000 |  | | The Chippy Larder | £467 |  | | Chipping Norton Swifts Football Club | 0 |  | | Chipping Norton & District Cricket Club | £1,000 |  | | Chipping Norton Community Church | £400 | Free use of the Lower Hall | | Lawrence Home Nursing Team Ltd. | 0 | Free use of Glyme Hall for 6 months, with a review Feb 2026 | | OP Woodcraft | 0 |  | | The Branch Trust | 0 |  | | Transition Chipping Norton | 0 |  | | The Branch Trust on behalf of Thames Valley Police and the Lord Lieutenant initiative | 0 | Free use of Glyme Hall for the two dates requested | |  | £5,867 |  |   All members in agreement that the grants are approved as outlined above.  **RESOLVED:** That the grant applications for Tranche 1 – July 2025 are approved as above. |
| **FR12** | **Date of next meeting** Monday 22nd September 2025 |

The Chair closed the meeting at 8:20pm

SIGNED\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
DATE\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_