**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 RickardFR34 – 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.
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| **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 PolicyNo amendments.
	2. Mayor’s Allowance PolicyNo amendments.
	3. Investment StrategyAmendments: 6.1 – Finance & Resources Committee3.1 Note appetite for risk and armaments and environmental issues.

4.4 –Add in risk assessment5.0 – 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.

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| **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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_