



FINANCE & AUDIT COMMITTEE

Town Hall
Sherwood Drive
New Ollerton
NEWARK
Notts
NG22 9PP
Tel: 01623 860811
Email: office@ollerton-tc.gov.uk
Clerk: Karen Wakefield

Minutes of the Meeting of the Finance & Audit Committee held at **6.00pm** on **Wednesday 9th July 2025** in the Function Room of the Town Hall, Sherwood Drive, New Ollerton

Present: Cllrs D Batey (Chair), P Beedle, G Lake, L Shilling

Mrs K Wakefield – Clerk

Mrs J Fletcher – Deputy Clerk

Apologies and reasons for absence: Cllrs R Fazil and S Satterly for personal reasons and L Brazier and M Pringle at a Newark & Sherwood District Council meeting

Resolved: that these apologies were noted

Declarations of interest of Members and Officers – None

Declarations of any intentions to record the meeting – None

FA/25/13 To note the following were elected at the Annual Town Council Meeting held on Wednesday 14th May 2025

Chairman: Cllr Derek Batey

Vice Chair: Cllr Linda Shilling

FA/25/14 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 7th May 2025

The minutes, having been circulated prior to the meeting, were duly approved and signed.

FA/25/15 **Finance & Audit:**

1. To agree and sign the bank reconciliation and bank statements for Months 1 and 2

The Clerk outlined the reasons for all bank reconciliations and statements being read out and signed during a meeting, ensuring transparency and in line with Audit purposes.

The Clerk tabled a balance sheet for information purposes and informed members that a review of the Ear Marked Reserves would take place at the next Finance & Audit meeting in September.

All were checked and signed by the Chair as being correct.

2. To note a payment received from Dignity Funerals Ltd

The Clerk informed members that a payment had been received from Dignity Funerals Ltd in the sum of £5,766.82 as per the information previously sent out.

For the new members of the committee, the Clerk briefly explained the reason for the payment from Dignity Funerals Ltd. The Town Council had gifted the land several years ago in order for a crematorium to be brought to the town. A contract with the operator agreed a percentage payment for any 'burnings' over 1,100, for a period of 30 years.

FA/25/16 Human Resources

1. To receive an update from the Clerk on general staffing matters

The Clerk reported that all members of staff were at work and confirmed that the two temporary seasonal workers were on a 6 months fixed term contract. Due diligence had been carried out with regard to employees being offered membership of a pension scheme.

FA/25/17 Date & Time of Next Meeting

Wednesday, 24th September 2025 at 6.00pm

Meeting closed at 6.20pm