



FINANCE & AUDIT COMMITTEE

Town Hall
Sherwood Drive
New Ollerton
NEWARK
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Clerk: Karen Wakefield

Minutes of the Meeting of the Finance & Audit Committee held at **6.00pm** on **Wednesday 5th November 2025** in the Function Room of the Town Hall, Sherwood Drive, New Ollerton

Present: Cllrs L Shilling (Vice Chair), L Brazier, R Fazil, G Lake, M Pringle

Mrs K Wakefield – Clerk

Mrs J Fletcher – Deputy Clerk

Apologies and reasons for absence: Cllr(s) D Batey and P Beedle for personal reasons

Resolved: that these apologies were noted

Declarations of interest of Members and Officers – None

Declarations of any intentions to record the meeting – None

FA/25/18 To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 9th July 2025

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

FA/25/19 Finance & Audit:

1. To agree and sign the bank reconciliation and bank statements for Months 3, 4, 5 & 6

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.

2. To receive a half yearly financial report

The Clerk tabled the half yearly report and outlined each area within it in detail. Members queries were answered and the Clerk was thanked for her expertise in keeping the accounts in excellent order.

3. To review earmarked reserves

The Clerk tabled the earmarked reserves report and gave outline details for each item within it.

Following discussion it was proposed that the EMR's be kept as per the report.

Proposed: Cllr L Brazier
Decision: Unanimous

Seconded: Cllr Linda Shilling

4. To discuss grant funding available for Council projects and the OBTC donations

budget

The Clerk reminded Councillors that the budget available for any grant funding had been reduced from £5,000 to £2,000 this year. It had also been previously agreed that the grant funding for the Roundabout magazine would be listed as a stand alone item within the Council budget.

As well as the £1,000 paid to Roundabout, monies had been given this year to the St George's Event Group (£534), Let's All Eat £1,000, the First Responders £520 and the Lifespring Centre Christmas Hamper fund (£824).

These figures would take the Grant Funding over budget for this year. It was agreed this would be reviewed in the new year.

5. To receive a report from the Clerk on the appointment of an Internal Auditor

The Clerk reported that Mr K Goddard had been the Internal Auditor for the Council for the past 5 years and was no longer available to carry out this role.

The Clerk informed members that she would be looking for a new Internal Auditor prior to next April.

FA/25/20 Human Resources

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

The Clerk reported that the 2 seasonal workers had now finished their 6 month contract.

FA/25/21 Date & Time of Next Meeting

Wednesday, 10th December 2025 at 6.00pm

Meeting closed at 7.00pm