



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

8th July 2026

Dear Councillor

A meeting of the Finance & Audit Committee will be held at **6pm on Wednesday 15th July 2026** in the Function Room of the Town Hall, Sherwood Drive, New Ollerton.

You are summoned to attend this meeting, the agenda for which is set out below.

Yours Sincerely

K E Wakefield

Karen Wakefield PSLCC
Town Clerk

AGENDA

To receive the following:

1. Apologies and reasons for absence
 2. Declarations of interest of Members and Officers
 3. Declarations of any intentions to record the meeting
- FA/26/13** **To acknowledge the appointment of Cllr D Batey as the chair of the Finance & Audit Committee for 2026/2027 at the recent Annual Meeting of the Town Council held on 13th May 2026**
- FA/26/14** **To elect a Vice Chair for Finance & Audit for 2026/2027**
- FA/26/15** **To approve the Minutes of the Finance & Audit Committee meeting held on Wednesday 25th March 2025 (*enclosed*).**
- FA/26/16** **Finance & Audit:**
1. To agree and sign the bank reconciliation and bank statements for Months 12, 1, 2 & 3
 2. To receive a quarterly financial report
 3. To discuss future use of Town Council assets
 4. To acknowledge the Unilateral Undertaking agreement for the Town Centre Regeneration
 5. To review current procedures in place regarding the Council's legal advisors on various matters.
- FA/26/17** **Human Resources**
1. To receive an update from the Clerk on general staffing matters
 2. To receive an update on recruitment
 3. To discuss a review of pay scales for Council Officers
- FA/26/18** **Date & Time of Next Meeting – Wednesday 14th September 2026 6pm**