



TATWORTH AND FORTON PARISH COUNCIL NOTICE OF AN ORDINARY MEETING OF THE FINANCE COMMITTEE TO BE HELD ON 25th June 2026

To Councillor S Adams, C Brown, R Down, R Jacobs, L Matthey, K Patay, and M Rees.

You are hereby summoned to attend the following Meeting of: Tatworth and Forton Council Finance Committee

Time: 7.00pm Date: 25th June 2026

Place: St Johns Church Rooms

MEMBERS OF THE PUBLIC AND THE PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS (Public Bodies (Admission to Meetings) Act 1960)

Nigel Tinley Clerk 19th June 2026

Public Participation 7pm (Prior to the start of the Meeting) An opportunity for questions and comments from members of the public raising any matter of concern affecting Tatworth & Forton that is not already on the agenda. No decision can be taken during this session, but the Chairman may decide to refer any matter for further consideration.

AGENDA

26/26 Apologies for Absence – to receive apologies for absence (Section 85(1) of the Local Government Act 1972)

27/26 Declarations of interest:

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or, if he/she has not notified the Monitoring Officer of it.

28/26 Election of Finance Committee Chairman

29/26 To approve and sign as a correct record Minutes of the Finance Committee Meeting held on 23rd April 2026

30/26 To approve Draft Finance Terms of Reference, Recommend to Full Council

31/26 To approve Draft Financial Regulations based on National Association of Local Councils template March 2025. Recommend to Full Council

32/26 To approve Draft Investment and Reserves Policies. Recommend to Full Council

33/26 To approve Draft Financial Risk assessment. Recommend to Full Council

34/26 Under 6.6 financial regulations to confirm monthly payments 2026

35/26 To approve reconciliation verifiers for this financial year as per section 2.6 of financial regulations. Can not be an account signatory.

Currently Councillors R Jacobs

36/26 Reconciliation of Finances up to 23rd June with report of finances against Budgets up to 23rd June

37/26 Report from RFO regarding internal audit, annual Governance statement, Exercise of Electors rights and External Audit

38/26 Confirmation of the reinvestment of 1 year Term deposit £32657.28 3.56% Maturity 30th April 2027.

39/26 The Amenities Committee has recommended that we replace the Community Notice Board outside Morrisons with a Powder Coated Aluminium 3 bay unit with single Header Board from Arien Signs Ltd at a cost including delivery £2270 plus VAT. Installation extra.

The Clerk has obtained permission that we can use Community Infrastructure Levy for this purpose. We hold a balance of £7639.62.

To recommend to Full Council that we proceed with this purchase from CIL funds.

40/26 HMRC has demanded repayment of underpaid National Insurance Contributions for the Clerk over the last 5 years of £1122.43, this was due to a payroll software issue. To authorise that this is paid in full to HMRC and the Clerk repays this monthly to finish by February 2028, i.e. 20 months.

41/26 Date Next Meeting 27th August 2026