

**THATCHAM TOWN COUNCIL**  
**Minutes of a meeting of the**  
**Finance and General Purposes Committee**  
**held on Monday 30<sup>th</sup> October 2023 at 19:00hrs**  
**in the Council Chamber, Brownsfield Road, Thattham**

Present: Councillor Mike Cole (Chairman)  
 Councillors Iain Cottingham, Mark Lillycrop, Jay Lunn, Tom McCann and Justin Pemberton

In attendance: Mel Taylor (Town Clerk)  
 2 representatives of Thattham (Old Bluecoat School) Charity  
 1 member of the press (Newbury Weekly News) (remotely)

**FGP/2023/048 APOLOGIES FOR ABSENCE**  
 Apologies for absence were received from Councillors John Boyd, Jeremy Cottam and Owen Jeffery.

**FGP/2023/049 DECLARATIONS OF INTEREST**  
 Councillor Cole declared a non-pecuniary interest in agenda item number 8 (FGP/2023/055) as Town Council representative and Trustee to Thattham Memorial Foundation.

Councillor Lay declared a non-pecuniary interest in agenda item number 10 (FGP/2023/057) as a Border Force Officer.

**FGP/2023/050 MINUTES**  
**RESOLVED** that the minutes of the meeting held on 24<sup>th</sup> July 2023, having been previously circulated, be taken as read, confirmed, and signed as an accurate record.

**FGP/2023/051 MATTERS ARISING FROM THE PREVIOUS MEETING**  
 There were no matters arising from the previous meeting.

**FGP/2023/052 OLD BLUECOAT SCHOOL – REQUEST FOR LANDLORD’S CONSENT**  
**RESOLVED** to allow members of public to speak.

Mark Thomas, Chairman of Thattham (Old Bluecoat School) Charity, presented a request on behalf of the Charity seeking landlord’s permission to replace the main entrance doors of the building. Old Bluecoat School is owned by Thattham Town Council and leased to Thattham (Old Bluecoat School) Charity.

**RESOLVED** to consent to replacement of the main entrance doors, in line with the planning approval granted.

*Members congratulated the Charity representatives on attaining planning consent and fundraising and they left the meeting*

**FGP/2023/053 BUDGET REVIEW 2023/24**

a) Members reviewed a report for the whole Council budget for the period April to September 2023.

b) Members noted a report on Reserves and CIL/s106 funds held.

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**FGP/2023/054      TREASURY MANAGEMENT PLAN**

Committee reviewed a draft Treasury Management Plan.  
**RESOLVED** (i) to add the following clause to paragraph 4.3 (page10) of the Banking and Investment Policy 2023/24:  
 ‘(d) The Council shall have regard to the environmental credentials of the institutions it invests with’; and  
 (ii) to recommend to Full Council, when it meets on 27<sup>th</sup> November 2023, that the draft Treasury Management Plan be adopted, as amended.

*Having declared a non-pecuniary interest in the next agenda item, Councillor Cole stepped down from the chair and handed over to Vice Chairman, Councillor McCann*

**FGP/2023/055      WATER PIPE SPUR REPAIR**

Committee considered payment of £1,360.80 for an unbudgeted repair recharge from Thatcham Memorial Foundation for a damaged water pipe spur that supplied water to the Council Offices and Cricket Club.  
**RESOLVED** (i) to approve payment of £1,360.80 to Thatcham Memorial Foundation for the full cost of repairing a damaged water pipe spur, subject to confirmation from Thatcham Memorial Foundation that they were willing to enter into a formal agreement for recharges and repairs;  
 (ii) to obtain a map of the services in/out;  
 (iii) to request that Thatcham Memorial Foundation seek insurance cover for such eventuality again in the future;  
 (iv) to seek confirmation from Thatcham Memorial Foundation on the cause of the damage to the pipe, whether wear and tear or as a result of heavy machinery being driven across the area.

*Councillor Cole resumed the chair*

**FGP/2023/056      PREMISES LICENCE APPLICATION – THE KENNET CRAYFISH COMPANY LTD**

Committee considered an application from The Kennet Crayfish Company Ltd for a premises licence for their site at Lower Way Farm, to commence 1<sup>st</sup> December 2023, for the dispatch and collection of online orders of Gin.  
 This application was informally considered by the Planning & Highways Committee at its meeting on 17<sup>th</sup> October 2023. As the application had not been received in sufficient time to allow that Committee to formally respond, it referred the application to this Committee with a recommendation of no objection.  
**RESOLVED** to raise no objection to the application.

**FGP/2023/057      THATCHAM BAPTIST CHURCH GRANT APPLICATION**

Committee considered an application on The Good Exchange from Thatcham Baptist Church for funding for ‘Welcoming asylum seekers and refugees in Thatcham, Newbury and surrounding areas’.  
**RESOLVED** to award a grant of £299.75 from the Community Project Fund which, when match funded through the Town Council’s agreement with Greenham Trust, would fulfil the application’s funding target.

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**FGP/2023/058      THATCHAM LIBRARY**

It was noted that work to install an accessible toilet within the library and removal of the canopy above the entrance was due to commence on 30<sup>th</sup> October 2023. The library would be closed from 30<sup>th</sup> October – 4<sup>th</sup> November, while the majority of the work was completed, reopening on Monday 6<sup>th</sup> November. The return dates on any books due back during the closure would be automatically extended.

The work would cost £45,000 and be funded by West Berkshire Council through developer's contributions via the Community Infrastructure Levy.

**FGP/2023/059      FINANCIALS**

i. Committee received proposed BACS payments due from the current account.

**RESOLVED** to approve the proposed BACS payments (appendix I).

ii. Committee noted details of pre-authorized payments from the current account, Soldo pre-paid debit card and Clerk's account during the period 1<sup>st</sup> July 2023 to 30<sup>th</sup> September 2023 (appendix II).

iii. Committee retrospectively approved payments made from the current account dated 27<sup>th</sup> July 2023 and 19<sup>th</sup> to 21<sup>st</sup> September 2023, and supported the payment approval provided by the Town Clerk and Finance Manager in accordance with Financial Regulation 5.5a, due to there being no appropriate Council meetings during these times to seek approval within payment timescales (appendix III).

iv. Committee noted the bank reconciliation (appendix IV).

v. Committee noted an Aged Creditor report.

vi. Committee noted an Aged Debtor report.

There being no further business the Chairman declared the meeting closed at 20:34hrs.

Signed \_\_\_\_\_ Date \_\_\_\_\_