



# Thatcham Town Council

**To: Members of the Finance and General  
Purposes Committee**

Councillor Suzanne Adamantos (Vice Chairman)  
Councillor John Boyd  
Councillor Mike Cole (Chairman)  
Councillor Jeremy Cottam  
Councillor Iain Cottingham  
Councillor Owen Jeffery  
Councillor Mark Lillycrop  
Councillor Jay Lunn  
Councillor Tom McCann

Town Clerk: Ms Mel Taylor

Council Offices  
Brownsfield Road  
Thatcham  
Berkshire RG18 3HF

Tel: 01635 863592

e-mail: [enquiries@thatchamtowncouncil.gov.uk](mailto:enquiries@thatchamtowncouncil.gov.uk)  
website: [www.thatchamtowncouncil.gov.uk](http://www.thatchamtowncouncil.gov.uk)

**To: Other Members for information**

8<sup>th</sup> July 2025

Notice is hereby given of a meeting of the **Finance and General Purposes Committee** to be held on **Monday 21<sup>st</sup> July 2025 at 19:00hrs** in the **Thatcham Town Council Chamber, Brownsfield Road, Thatcham** for the purpose of transacting the following business.

Yours sincerely,

Laura Carlin  
**Deputy Town Clerk**

## **A G E N D A**

- 1. APOLOGIES FOR ABSENCE**  
To receive apologies for absence.
- 2. DECLARATIONS OF INTEREST**  
To receive from Members, in respect of any items included on the agenda for this meeting, declaration of any personal, disclosable pecuniary or other interests in line with the Town Council's Code of Conduct.
- 3. MINUTES**
  - a)** To take as read and confirm as accurate the Minutes of the meeting held on 28<sup>th</sup> April 2025.
  - b)** For the Deputy Town Clerk to provide, and for Members to request, feedback on any matters arising from the previous meetings.

4. **BUDGET REVIEW 2025/26**
  - a) To review an income and expenditure report for all Council budgets for Q1; 1<sup>st</sup> April 2025 to 30<sup>th</sup> June 2025.
  - b) To receive and note a report on Reserves and CIL funds held.
  - c) To note a report on external grants and sponsorship received.
  - d) To note a report on vandalism costs.
  - e) To agree any movements to be made to Reserves now end of year adjustments are complete.
5. **PURCHASE OF A REPLACEMENT BOILER FOR THE COUNCIL OFFICES**

To consider quotes and a report from the Facilities Manager to replace the current boiler which is beyond economical repair.
6. **COMMUNITY ENGAGEMENT WORKING PARTY**
  - i. To receive and consider adoption of the Minutes of the Community Engagement Working Party meeting held on 15<sup>th</sup> July 2025.
  - ii. To consider recommendations from the Community Engagement Working Party.
7. **STRATEGIC FINANCIAL DOCUMENTS**
  - i. **REVIEW OF FINANCIAL REGULATIONS**

To consider adoption of the NALC Financial Regulations, prior to presentation to Full Council for adoption on 29<sup>th</sup> September 2025.
8. **ST MARY'S CHURCHYARD WALL REPAIRS**
  - i. To review planning application documents.
  - ii. To consider a quote for a tree survey to accompany the planning application.
9. **PROPOSED FUNDING TO KENNET LEISURE CENTRE JAC**

To consider a request from Councillor McCann raised at Full Council Meeting on 12<sup>th</sup> May 2025 (FULL/2025/48) of possible funding to Kennet Leisure Centre JAC, potentially utilising funds returned by Thatcham Town Football Club.
10. **PROPOSED BIODIVERSITY ENHANCEMENT STRATEGY**

To consider commissioning Future Nature to undertake a biodiversity assessment of our land to understand the current biodiversity value of the sites. Recommended by the Environmental Working Party funded (£4,665) from the Climate Emergency Earmarked Reserve.
11. **HENWICK WORTHY SPORTS FIELD JMC CONTRIBUTION**

To consider the West Berkshire Council invoice for the Q4 2024/25 Henwick Worthy Sports Field JMC contribution.
12. **INSURANCE RENEWAL**

To note the insurance renewal schedule and costs for 2025-2028.
13. **GRANT APPLICATIONS**
  - a) To consider the following Community Project Fund grant application:
    - i. From Welcome Space for £250, for the project: 'Create a Welcome Space'.

- ii. From Thatcham Rotary for up to £250, for the project 'Duck Race'

**b) To consider the following Community Grant application on The Good Exchange:**

The following applications would usually be considered by the Grants Sub Committee at its next meeting on 15<sup>th</sup> September 2025, however, these projects are time restricted, to be completed prior to the Grants Sub Committee meeting. If supported by Committee, the applications would be subject to matched funding from the Town Council's annual agreement with Greenham Trust.

- i. Application reference 20853 – West Berkshire Foodbank, total remaining funding required £40,963, for the project: 'Hungry Holidays 2025'.
- ii. Application reference 20841 – Thatcham Town Cricket Club, total remaining funding required £30,802, for the project: 'Upgrade of Indoor Cricket Practise Nets'

**14. FINANCIALS**

- a) To note BACS payments paid from the current account in the previous quarter, having been audited by Members.
- b) To note details of all other payments made from the current account and the Clerk's account during the period 1<sup>st</sup> April 2025 to 30<sup>th</sup> June 2025.
- c) To note a bank reconciliation report.
- d) To review an Aged Creditor report.
- e) To review an Aged Debtor report [not for publication].
- f) To approve an annual list of suppliers paid by direct debit.
- g) To agree the Deputy Town Clerk's authority to approve card refunds for service deposit returns.
- h) To authorise payment of salaries for the financial year 2025/26.