

**THATCHAM TOWN COUNCIL**  
**Minutes of a meeting of the**  
**Finance and General Purposes Committee**  
**held on Monday 19<sup>th</sup> January 2026 at 19:00hrs**  
**in the Council Chamber, Brownsfield Road, Thattham**

Present: Councillor Mike Cole (Chairman)  
 Councillors Suzanne Adamantos (Vice Chairman), Jeremy Cottam, Iain Cottingham, Owen Jeffery, Mark Lillycrop.

In attendance: Laura Carlin (Town Clerk)

**FGP/2026/01 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Jay Lunn

**FGP/2026/02 DECLARATIONS OF INTEREST**

Councillor Iain Cottingham declared a pecuniary interest in Agenda item 14 as Thattham Town Cricket Club Chair.

**FGP/2026/03 MINUTES**  
**RESOLVED**

that the minutes of the meeting held on 27<sup>th</sup> October 2025, having been previously circulated, be taken as read, confirmed, and signed as an accurate record.

**FGP/2026/04 BUDGET REVIEW 2025/26**

a) Committee reviewed an income and expenditure report for all Council budgets for the period Q1-Q3; 1<sup>st</sup> April 2025 to 31<sup>st</sup> December 2025

b) Committee noted a report on Reserves and CIL funds held.

c) Committee noted a report on external grants and sponsorship received.

d) Committee noted a report on vandalism costs.

**FGP/2026/05 COMMUNITY ENGAGEMENT WORKING PARTY**

i. Councillor Lillycrop, Chairman of the Community Engagement Working Party, presented the Minutes of the meeting held on 6<sup>th</sup> January 2026 for adoption.

**RESOLVED** to adopt the Minutes of the Community Engagement Working Party meeting held on 6<sup>th</sup> January 2026.

ii. Councillor Lillycrop presented the following recommendation from the Community Engagement Working Party:

- that the proposed changes to the format and delivery of the Annual Town Meeting be adopted.

**RESOLVED** to adopt the proposed changes to the format and delivery of the Annual Town Meeting as presented, appendix I to these Minutes.

**FGP/2026/06 SERVICE CHARGES 2026/27**

**RESOLVED**

to agree services charges for the financial year 2026/27 as set out in appendix II to these Minutes.

**Finance and General Purposes Committee**  
**Monday 19<sup>th</sup> January 2026**

- FGP/2026/07**      **FINANCIALS**
- a) Committee noted BACS payments made from the current account in the previous quarter, which had been audited by Councillors in advance of the meeting
- b) Committee noted details of preauthorised payments made from the current account and Clerk's account during the period 1<sup>st</sup> October 2025 to 31<sup>st</sup> December 2025
- RESOLVED**      c) Committee noted a bank reconciliation report. that Councillor Cottingham will review the bank reconciliation report against the bank statements held at the Council Offices.
- d) Committee noted an Aged Creditor report.
- e) Committee noted an Aged Debtor report.
- FGP/2026/08**      **TRANSFER OF COSTS TO EMR**  
**RESOLVED**      To transfer costs of 2 large replacement items (Council Offices boiler & Burdwood fuse board) to Rolling Capital from Maintenance budget lines.
- FGP/2026/09**      **AUTHORITY TO USE CIL FUNDS**  
**RESOLVED**      to use of CIL Funds for the following projects:
- i. Upgrade the CCTV system in Thatcham Broadway to assist with Crime Prevention at a cost of £4,836.87+VAT
- ii. Reproduce the Town Map to include new housing developments at a cost of approx £1,000
- RESOLVED**      that the Recreation & Amenities Committee will consider use of CIL funds during the financial year 2026-27:
- iii. to upgrade damaged play park equipment with accessible equipment at multiple play parks. The Facilities Manager will obtain quotes and present to the next meeting, with recommendations.
- FGP/2026/10**      **DRAFT BUDGET 2026/27**
- Members reviewed the draft budget 2026/27 and noted the decrease in Tax Base for the year 2026/27.
- RESOLVED**      to recommend the draft budget expenditure in principle to Full Council, for adoption at its meeting on 26<sup>th</sup> January 2026, with the shortfall from the reduced Tax Base be covered by Reserves limiting the increase to the Precept and
- RESOLVED**      that the Chair of Finance & General Purposes Committee and the Town Clerk meet to review whether further savings can be identified, a report of this meeting will be presented at the Full Council Meeting on 26<sup>th</sup> January 2026.
- FGP/2026/11**      **EXCLUSION OF PRESS AND PUBLIC**  
**RESOLVED**      that, in view of the sensitive nature of the business to be transacted, it is in the public interest that the press and public be temporarily excluded, and they be instructed to withdraw.
- FGP/2026/12**      **SUSPENSE ACCOUNT**  
**RESOLVED**      to write off a charge of £45.98 made by a previous member of staff for unknown purchases

**Finance and General Purposes Committee**  
**Monday 19<sup>th</sup> January 2026**

- FGP/2026/13      PROPOSED HYDROTHERAPY POOL**  
 Members received a report from the Town Clerk for charges incurred and decisions made for the proposed Hydrotherapy Pool and  
**RESOLVED** that a recommendation be made to Full Council that a Working Party be created with the existing members to ensure financial and risk management, and a limit be set on charges paid for legal advice, now that the project is moving forward and  
**RESOLVED** to recommend that this Working Party reports to the Finance & General Purpose Committee
- FGP/2026/14      THATCHAM TOWN CRICKET CLUB**  
 Members received a report from the Town Clerk to review the Cricket Club rent due to the new Lease following the Flood Alleviation works and to offer a reduction in rent to Thatcham Town Cricket Club of 25%, this being the percentage by which the land available to rent has been reduced.  
**RESOLVED**
- FGP/2026/15**      The Chair held a vote to extend the meeting past 21:00 for the purpose of conducting the business of the remaining agenda item.  
**RESOLVED** by unanimous vote to extend the meeting to hear the final agenda item.
- FGP/2026/16      THATCHAM YOUTH EXPENSES**  
 Members reviewed a report of expenses incurred at Moorside Community Centre and  
**RESOLVED** that an outstanding invoice to Thatcham Youth for cleaning expenses be credited as there is a separate cleaning contract for Moorside through West Berkshire Council.

There being no further business the Chairman declared the meeting closed at 21:07hrs

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