



THATCHAM TOWN COUNCIL

Town Clerk: Laura Carlin

Thatcham Town Council Offices,
Brownsfield Road, Thatcham, RG 18 3HF
Email: enquiries@thatchamtowncouncil.gov.uk
Tel: 01635 863592
Website: www.thatchamtowncouncil.gov.uk

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

To: Other Members for information

21st April 2026

Notice is hereby given of a meeting of the **Finance and General Purposes Committee** to be held on **Monday 27th April 2026 at 19:00hrs** in the **Thatcham Town Council Chamber, Brownsfield Road, Thatcham** for the purpose of transacting the following business.

Yours sincerely,

Laura Carlin
Town Clerk

AGENDA

- 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 19th January 2026.
- b) For the 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 a budget report for all Council budgets for the period Q1 – Q4, 1st April 2025 to 31st March 2026. Whilst this report covers the full financial year, it is still subject to year-end adjustments. The accounts for 2025/26 will be presented to Full Council on the 22nd June 2026.
- 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 consider the following year-end adjustments:
 - i. To transfer £3,333 from EMR 331 Events to Events – Service Contracts Cost Centre (CC122) - to pay the Christmas lights invoice for 2025/26. (Budget allocated £10,000, final invoice £13,333)
 - ii. To transfer £1,000 from General Working Reserve Fund 310 to EMR 331 Events - to make up the shortfall for the Christmas lights 2026/27 (£3,333 per year required)
 - iii. To transfer £6,000 from the Democratic – Election Expenses Cost Centre (CC 102) to EMR 327 Election Expenses Fund – for contribution to 2027 Election costs
 - iv. To transfer £1,310 from the Democratic – Public Relations Cost Centre (CC102) to CIL for the revised Town Map (minute ref: FGP/2026/09)
 - v. To transfer £4,836 from the CCTV – Maintenance Cost Centre (CC113) to CIL for the upgrade to the CCTV system in Thatcham Broadway (minute ref: FGP/2026/09)
 - vi. Transfer £3,977 from General Working Reserve Fund 310 to Rolling Capital EMR 315 – for play park repair orders placed before 31st March 2026. Contractor delay.
 - vii. Transfer £5,897 from General Working Reserve Fund 310 to Rolling Capital EMR 315 – for skate park repair order placed before 31st March 2026. Contractor delay.
 - viii. Transfer £2,733 from Cemetery – Maintenance & Grounds Maintenance General Cost Centre (CC231) unspent budget to Rolling Capital EMR 315 – for installation of new concrete plinths for memorial installations.
 - ix. Transfer £5,067 from General Working Reserve Fund 310 to Rolling Capital EMR 315 - for balance of concrete plinths above.

5. GRANT APPLICATIONS

- a) To consider the following Community Project Fund grant applications:
 - i. 1st Thatcham Guides, for £198, to help the Guide unit attend the international jamboree camp event, WINGS (Windsor International Guide and Scout Camp)

- ii. 2nd Thatcham Guides, for £250, to help the Guide unit attend the international jamboree camp event, WINGS (Windsor International Guide and Scout Camp)
- iii. 7th Thatcham Guides, for £250, to help the Guide unit attend the international jamboree camp event, WINGS (Windsor International Guide and Scout Camp)

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

The following application would usually be considered by the Grants Sub Committee at its next meeting on 14th September 2026, however, the project is time restricted, to be completed prior to the Grants Sub Committee meeting.

If supported by Committee, the application would be subject to matched funding from the Town Council's annual agreement with Greenham Trust.

- i. Application reference 21267 – Newbury Pride, total remaining funding required £1,925, for the project: 'Newbury Pride in Thatcham'

6. 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 1st January 2026 to 31st March 2026.
- 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 continuation of the Town Clerk's authority to approve card refunds for service deposit returns.
- h) To authorise payment of salaries for the financial year 2026/27.