



OVERSIGHT COMMITTEE – 2ND OCTOBER 2024

The members listed below are summoned to attend the above meeting, which will be held on **WEDNESDAY 2nd October 2024**, at **Bargates Hall, Church Street, Whitchurch, SY13 1LB** at 7.00pm.

The meeting is held in public, and we welcome contributions in the relevant section of the meeting, as indicated on the agenda. If you wish to contribute to the meeting, as a member of the public, it would be helpful if you could advise the Proper Officer in advance so that an appropriate period is set aside for this purpose.

Members are respectfully asked to advise the Proper Officer, prior to the meeting, if they are unable to attend.

Date of Notice: 26th September 2024

Mike McDonald
Proper Officer / RFO
Whitchurch Town Council

Councillors: G. Ebbs, A. Hall, R. Hall, J. Morris, M. Phipps

Meeting Notes:

1. Occasionally, contractual, staffing or other matters have to be held in a “Confidential” section of the Meeting, to the exclusion of the Press and Public
2. **Councils cannot lawfully decide items of business that are not specified in the Summons / Agenda (LGA1972, Sch 12, Paras 12 (2) (b))**
3. Recording: Please note that all Council Meetings are recorded to ensure accuracy of the Minutes; these recordings are not retained following approval of the relevant minutes. You are requested to inform the Proper Officer if you intend to record or film the meeting.



whitchurch town council

AGENDA: OVERSIGHT (O) COMMITTEE MEETING, WEDNESDAY 2ND OCTOBER 2024

1. Apologies

To receive Councillor apologies in relation to this meeting.

2. Declarations of Interest

To receive any Disclosure of Ordinary or Disclosable Pecuniary Interest in relation to any item on the Agenda.

3. Minutes

To confirm the minutes of the Oversight Committee Meeting held on 3rd July 2024 and sign as an accurate record of that meeting.

4. Public Participation

Members of the public are invited to make representations, ask questions, and give evidence in respect of business being transacted at the meeting and about any other matter for which the Council has responsibility.

5. Conclusion of Audit – Financial Year ending 31st March 2024

To note publication of the “Notice of Conclusion of Audit”, published by the Responsible Financial Officer on 14th August 2024, following receipt of External Auditor (PKF Littlejohn LLP) opinion and certificate of the same date. To further note the “Except For” elements of the External Auditor’s limited assurance opinion, which has been separately progressed with WTC accountants, DCK Accounting Solutions.

6. Financial Management Information (Months 3, 4 and 5) 2024-25

To receive and note Financial Management Information (Income & Expenditure / Balance Sheet) for Months 3,4 and 5 (June – August inclusive).

7. CONFIDENTIAL BUSINESS

To resolve that under the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded for the remainder of the meeting because of the likely disclosure of private and confidential information or staff matters.

8. WTC-maintained Trust Funds – Consideration of position (WTC Full Council 17th July 2024 (11) refersⁱ)

To consider a review of WTC-maintained Trust Funds for future recommendation to Full Council.

9. Small Community Grants 2024/25 – Round 1 Applications

To consider and determine applications for support received in Round 1 of the WTC Small Community Grants Programme for the current financial year (9 Applications).

ⁱ FC, 17 July 2024 (11): “Following consideration, it was agreed to undertake a review of Trust Funds held for the benefit of Whitchurch residents, which may include distribution of interest received or capital amounts, dependant on individual Will Trust Deeds / objectives. The matter to be referred to the next Oversight Committee, alongside a Proper Officer overview, for scrutiny, consideration and recommendation to Full Council. Projects tackling loneliness and mental health/wellbeing were particularly cited as relevant. The Proper Officer, as Responsible Finance Officer, confirmed current return on investment with CCLA (Public Sector Deposit Account) of 5.20% pa for all Trust Funds (Berrington, Graves & Richards), reinvested cumulatively.”

Associated Papers:

O Minutes: 3rd July 2024 (3)

Notice of Conclusion of Audit, 14th August 2024 and External Auditor Opinion/Certificate (5)

FMI, Months 3-5 inclusive (6a-f)

CONFIDENTIAL

Small Community Grant Applications and associated Summary (9a and b)