



OVERSIGHT COMMITTEE – 4TH DECEMBER 2024

The members listed below are summoned to attend the above meeting, which will be held on **WEDNESDAY 4th December 2024, Whitchurch Town Hall & Community Hub, Station Road, Whitchurch, Shropshire, SY13 1RE (Meeting Room 2) 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: 27th November 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 4TH DECEMBER 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 2nd October 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. Financial Management Information (Months 6 and 7) 2024-25

To receive and note Financial Management Information (Income & Expenditure / Balance Sheet) for Months 6 and 7 (September – October inclusive).

6. Interim Audit 2024-25

To note commencement of the Interim Audit for Financial Year 2024-25 with the Council's Internal Audit, JDH Business Services.

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. Small Community Grants 2024/25 – Round 2 Applications

To consider and determine applications for support received in Round 2 of the WTC Small Community Grants Programme for the current financial year (Applications to be circulated separately, prior to the meeting following the closing date for Applications 29/11/24).

9. Debtor Analysis 2024/25

To receive an updated Debtor Analysis from the Council's Accounts Officer for consideration (*per item 6, Oversight Meeting, 2nd October 2024*).

10. Budget 2025/26

To note the remaining Budget/Precept setting process for the 2025/26 Financial Year.

Associated Papers:

O Minutes: 2nd October 2024 (3)

FMI, Months 6&7 inclusive – 4 reports (5)

CONFIDENTIAL

Small Community Grant Applications and associated summary (To follow, after Application Round closure)

Debtor Analysis (Sales Ledger Aged Account Balances) (9C)