



whitchurch town council

MINUTES: OVERSIGHT COMMITTEE MEETING, 5TH FEBRUARY 2025

MINUTES - OVERSIGHT COMMITTEE MEETING HELD ON WEDNESDAY 5TH FEBRUARY 2025

PRESENT

Councillors: G. Ebbs A. Hall R. Hall J. Morris M. Phipps
Proper Officer: Mike McDonald Finance Officer: N/A

IN ATTENDANCE:

Councillors: N/A Public: 0 x Members of the Public

The meeting was opened at 7.00pm by Committee Chairman, Cllr R. Hall

1. Apologies

No Apologies were received for this meeting.

2. Declarations of Interest

No declarations of Councillors' Disclosure of Ordinary or Disclosable Pecuniary Interests in relation to the agenda items in this meeting were received.

3. Minutes

After a proposal by Cllr A. Hall, seconded by Cllr Morris, the minutes of the Oversight Committee Meeting held on 4th December 2024 were approved, by majority, and signed by the Chairman as a true record of that meeting.

4. Public Participation

No Members of the Public attended this meeting.

5. Financial Management Information (Months 8 and 9) 2024-25

FMI (Balance Sheet and Income & Expenditure Reports) for Months 8 and 9 (November and December 2024 inclusive) were received, considered and noted.

6. CONFIDENTIAL BUSINESS

Following a proposal from Cllr R. Hall, seconded by Cllr Ebbs, it was RESOLVED 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.

7. Interim Internal Audit 2024-25 Draft Report and WTC Responses

Following consideration, the Committee noted the draft Internal Audit Report (Interim) for the Financial Year 2024-25 from the Council’s Internal Auditor, JDH Business Services, together with WTC annotated responses. The Report will be presented to Full Council at the next available meeting (19th February 2025) for information.

8. Small Community Grants 2024/25

The Proper Officer confirmed that no additional applications for the current Small Community Grant Programme had been received in the period since the last Committee Meeting (4th December 2024). It was also noted that the Grant Monitoring Report (Annual Allocation) from Blackberry Fair (deadline 31/12/24) had been received recently (4/2/25) and will be presented to Full Council at the next available meeting (19th February 2025) for consideration.

9. Debtor Analysis 2024/25

The Committee received and noted an update on the WTC Debtor position (outstanding balances at 1/1/25) and were satisfied with the position to date.

Additional note:

The Chairman and Proper Officer briefly outlined upcoming changes to WTC’s staff team. The Proper Officer will communicate the Committee’s thanks and best wishes to those involved.

There being no further business, the meeting closed at 7.25pm

Signed as a true record of the meeting:

Chair: _____

Date: _____