

LITTLE MARLOW PARISH COUNCIL

Minutes of the Budget/Finance Committee held on Tuesday 30th June 2026
held at the Pavilion starting at 13.00
|UNCONFIRMED

Present: Chair Cllr A Crabtree (AC), Cllr K Acres (KA), Cllr R Start (RS), Cllr S Kershaw (SK), Cllr J Downes (JD)		
Clerk – Jennie Phenix		Public Attendance: - None
Minute Ref:	Agenda Item	Action
F509/26	1. To elect a Chair – the committee voted to elect AC again for 2026-27	
F510/26	2. Apologies for absence – Cllr P Ward (PW)	
F511/26	3. Declaration of interest – personal or prejudicial - None	
F512/26	4. To approve minutes of the budget committee meeting on 12th May 2026 The Committee RESOLVED to accept the minutes of the previous meeting on 12 th May 2026, and the Chairman duly signed the minutes with the following items of note:- A new 3 year insurance agreement with Zurich is now in place.	
F513/26	5. Public Participation – maximum 15 minutes- none	
F514/26	6. To review Committee Terms of Reference The terms of reference were reviewed and no amendments were required. It was noted that councillors were encouraged to consider the finance training which has recently been circulated. ACTION: Re-circulate BMALCK training and upload reviewed terms of reference on website	
F515/26	7. To review income and expenditure for May 2026 The Committee reviewed income and expenditure for May 2026 and are happy to recommend to the parish council for approval at the next meeting on 14 th July 2026.	
F516/26	8. To review current bank balance The Committee reviewed the bank balances and noted that on 24 th June there was £8,763 in the current account, £5282 in the instant access account, £37,345 in the 32 day notice account and £50,000 in the CCLA public sector fund. The Committee Approved £10,000 transfer from 32-day account to current account and £5282.64 from the instant access account to the current account. ACTION: arrange transfers	AC/Clerk
F517/26	9. To review the Earmarked Reserves Report The Committee reviewed the Earmarked Reserves Report and noted no changes are required at this time.	
F518/26	10. To review current year budget and consider budget requests for 2027/28 The Committee reviewed the current year budget, noted items where the budget will need to be revised in the Autumn and considered the process for feeding in budget requests from various committees into the budget drafting proposal. ACTION: Put on Parish Council Agenda to clarify this process	Clerk
F519/26	11. To consider the grant policy The Committee considered the draft grant policy which reflects that the council has adopted General Power of Competence. Subject to some agreed amendments the committee RESOLVED to recommend the adoption of this policy at the parish council meeting on 14 th July 2026. ACTION: Clerk to redraft policy and application form to submit to Parish Council for approval	Clerk

Chairman initials]

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	ACTION: Circulate information on General Power of competence to Council members	Clerk
F520/26	12. To consider confidential HR staffing budget report The committee reviewed the report.	
F521/26	13. Items of NOTE None	
F522/26	14. Notice of next meeting: Tuesday 13th October 2026	
There being no further business to be transacted, the meeting was closed at 14.16 pm		

Signed:
Chairman

Date: