

**Minutes of the Finance and Policy Committee Meeting of the Town Council on  
Monday 16<sup>th</sup> February 2026 at 6.30pm**

**Present**

**St Michael's Ward**

Cllr Fowles  
Cllr Atherton  
Cllr R Sexton

**St Paul's Ward**

Cllr Taylor  
Cllr Pearsall  
Cllr S Sexton  
Cllr Craddock

**In attendance**

Stephen Hill, Town Clerk

- 25/60/FP Election of Finance & Policy Committee Chairman**  
**Cllr Fowles was Elected as Chairman for remainder of 2025/26**  
Proposed by Cllr Pearsall and seconded by Cllr S Sexton  
For 7, Against 0, Abstentions 0
- 25/61/FP Election of Finance & Policy Committee Deputy Chairman**  
**Cllr S Sexton was Elected as Deputy Chairman for remainder of 2025/26**  
Proposed by Cllr Pearsall and seconded by Cllr Fowles  
For 7, Against 0, Abstentions 0
- 25/62/FP Apologies for absence**  
None
- 25/63/FP Declarations of Interests**  
None
- 25/64/FP Dispensations**  
None
- 25/65/FP Public Question Time for items on the agenda**  
None
- 25/66/FP Minutes of the Finance & Policy Committee Meeting held on 15 December 2025**  
**Committee RESOLVED to approve for accuracy the minutes of the Finance & Policy Committee Meeting held on 15 December 2025.**  
Proposed by Cllr Pearsall and seconded by Cllr Atherton  
For 4, Against 0, Abstentions 3
- 25/67/FP [Finance & Policy Committee Terms of Reference](#)**

**Committee RESOLVED to approve its Terms of Reference as amended and Recommend to Full Council May 2026.**

Proposed by Cllr S Sexton and seconded by Cllr Craddock  
For 6, Against 0, Abstentions 1

25/68/FP

**Standing Orders**

**Committee RESOLVED to Recommend Standing Order (based on the NALC model) (considered by Full Council May 2025 and revised in consultation with Chairman and Deputy November 25) to Full Council May 26.**

Proposed by Cllr S Sexton and seconded by Cllr Pearsall  
For 6, Against 0, Abstentions 1

25/69/FP

**Code of Conduct**

**Committee RESOLVED its review and revisions and Recommend the Code of Conduct (to be updated to the latest 2025 LGA model) to Full Council May 26.**

Proposed by Cllr R Sexton and seconded by Cllr Pearsall  
For 6, Against 0, Abstentions 1

25/70/FP

**Financial Regulations**

**Committee RESOLVED its review and revisions and Recommend Financial Regulations (based on the NALC model as approved by Full Council June 2025) to Full Council May 26.**

Proposed by Cllr R Sexton and seconded by Cllr Fowles  
For 7, Against 0, Abstentions 0

25/71/FP

**Investment Strategy, Publication Scheme** (based on the ICO model), **Communications, Social Media, Media Communications, Safeguarding, Equalities** and **Complaints policies, Scheme of Delegation** and **Statement of Internal Control**. **Committee RESOLVED its review and revisions and Recommend the above to Full Council (Full Council May 2026).**

Proposed by Cllr Craddock and seconded by Cllr Pearsall  
For 7, Against 0, Abstentions 0

25/72/FP

**Corporate Risk Assessment**

Personal Interests were declared by Cllrs R Sexton, S Sexton and Fowles wrt volunteering at the Beehive.

**Following Finance & Policy Committee November 2025, Committee RESOLVED its review and revisions and Recommend the Corporate Risk Assessment to Full Council May 2026.**

Proposed by Cllr Pearsall and seconded by Cllr Atherton  
For 7, Against 0, Abstentions 0

25/73/FP

**[Asset Register 2025](#)**

**Following Finance & Policy Committee November 2025, Committee RESOLVED its review and revision and Recommend the [draft Asset Register 2025](#), to Full Council May 26.**

Proposed by Cllr R Sexton and seconded by Cllr Atherton  
For 7, Against 0, Abstentions 0

25/74/FP

**[Earmarked Reserves](#)**

**Following Full Council June 2025, Committee RESOLVED its review and revision and Recommend Earmarked Reserves to Full Council May 2026.**

Proposed by Cllr R Sexton and seconded by Cllr Atherton  
For 6, Against 1 (Cllr Taylor), Abstentions 0

25/75/FP

**[Training & Development Policy](#)**

**Committee RESOLVED to Recommend the amended Training & Development Policy to Full Council May 26.**

Proposed by Cllr S Sexton and seconded by Cllr R Sexton  
For 6, Against 1, Abstentions 0

25/76/FP

**[Retention & Disposal Policy](#)**

**Committee RESOLVED to Recommend the Retention & Disposal Policy to Full Council May 26.**

Proposed by Cllr Pearsall and seconded by Cllr Fowles  
For 7, Against 0, Abstentions 0

25/77/FP

**[Data Protection Policy](#)**

**Following Full Council May 25 Committee RESOLVED to Recommend the Data Protection Policy to Full Council May 26.**

Proposed by Cllr Craddock and seconded by Cllr Pearsall  
For 7, Against 0, Abstentions 0

25/78/FP

**[Data Protection Privacy Notice](#)**

**Following Finance & Policy Committee November 25 Committee RESOLVED to Recommend the Data Protection Privacy Notice to Full Council May 26.**

Proposed by Cllr Taylor and seconded by Cllr Pearsall  
For 7, Against 0, Abstentions 0

25/79/FP

**[IT Policy](#)**

**Following Finance & Policy Committee November 25 Committee RESOLVED to Recommend the IT Policy to Full Council May 26.**

Proposed by Cllr Craddock and seconded by Cllr R Sexton  
For 7, Against 0, Abstentions 0

25/80/FP

**Assertion 10**

Following Finance & Policy Committee October 25 ([Item 6 F and P 20.10.25 Assertion 10.pdf](#)) Committee **NOTED** progress with Data Audit and Accessible Documents training.

25/81/FP

**Extension of Meeting**

**Committee RESOLVED to extend the meeting.**

Proposed by Cllr Craddock and seconded by Cllr Taylor  
For 7, Against 0, Abstentions 0

25/82/FP

**[Q3 2025/26 Financial Report](#)**

Committee **NOTED** the (a) [2025/26 financial report](#); and (b) reconciliation of accounts to end December 2025 – [Current](#), [Nationwide](#) & [Savings Account](#).

25/83/FP

**[Grants 26/27](#)**

**Committee RESOLVED its review and revision of the Grants 26/27 Policy and [application](#), and to start the Grant application process 26/27.**

Proposed by Cllr Pearsall and seconded by Cllr Craddock  
For 7, Against 0, Abstentions 0

25/84/FP

**[Interim Internal Audit Observations 25/26](#) and Effectiveness of Internal Control. [Engagement](#) and [Observations covering letter](#).**

**Committee RESOLVED its review and approval of a. the Council's comments on Internal Audit Observations December 25 and b. effectiveness of the Council's internal control systems, encapsulated in Standing Orders, Financial Regs and Statement of Internal Control.**

Proposed by Cllr Pearsall and seconded by Cllr Atherton

For 6, Against 0, Abstentions 1

**25/85/FP**

**[AGAR 25/26 Timetable](#)**

Committee **NOTED** the draft timetable for the 2025/26 AGAR.

**25/86/FP**

**To close the meeting.**

The meeting was closed at 9:00 pm.

DRAFT