

**STRATFORD-UPON-AVON TOWN COUNCIL**

**FINANCE AND AUDIT COMMITTEE**

**9 September 2025**

**6:30pm to 7:30pm**

**Minutes**

Present Councillors:

Albon  
Fojtik  
Vos

J Fradgley  
Lee  
Smith

Responsible Financial Officer: Odette Ghent (maternity cover)

Press: None

Public: None

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**13. Apologies for Absence**

Apologies were received from Councillor Alcock and I Fradgley and accepted for the reasons given.

**14. Declarations of Interest**

None given.

**15. To receive written requests for dispensation for disclosable pecuniary interests**

There were no written or verbal requests for dispensations.

**16. Public Participation**

There were no members of the public present.

**17. To approve the draft open Minutes of the Finance & Audit Committee meeting held on 3 June 2025**

It was Proposed, Seconded and unanimously

RESOLVED                      That the Minutes of the Finance & Audit Committee Meeting held on 3 June 2025 be approved as a correct record.

**18. Responsible Financial Officer's Open Report**

**18.1              To receive the Management Accounts for the period April 2025 to August 2025.**

The RFO presented the management accounts in a new simplified version extracted from Sage. It was agreed the previous spreadsheet was no longer required and the new version was to be used subject to more details to be included; last years actual and the bank balances and reserves.

**18.2.              Update on current reserves position**

Earmarked reserves were £138,015 and the restricted reserves were now £376,961 an increase of £99,696.00 being Community Infrastructure Levy money received.

**18.3              Review and approve the Finance and Audit Terms of Reference**

It was proposed, seconded and unanimously agreed to approve the Terms of Reference.

**18.4                      Review and approve the updated Financial Regulations, with recent amendments.**

It was proposed, seconded and unanimously agreed to approve the updated Financial Regulations.

**18.5 Request for Virement from Audit Fees for the Council to undertake an Organisational Review**

It was proposed, seconded and unanimously agreed to approve this.

RECOMMENDED: That the fees for the Organisational Review to be met from a virement from the Audit Fees Budget.

**18.6 Feedback from External Audit report for 31 March 2025**

This has not yet been received.

**19. Responsible Financial Officer’s Verbal Report**

There was no verbal update.

**20. Items For Information Only / Future Agendas**

There were no items to add to this section

**21. The next meeting is Wednesday 22 October 2025 at 6:30pm at the Town Hall.**

Chair .....