

THATCHAM TOWN COUNCIL
Minutes of a meeting of
Thatcham Town Council
held on Monday 26th June 2023 at 7pm
in the Council Chamber, Brownsfield Road, Thatcham

Present: Councillor Mark Lillycrop (Mayor)
 Councillors John Boyd, Mike Cole, Jay Lunn, Tom McCann, Justin Pemberton, Petra Pemberton, Christine Rice, Ben Schiffer-Harte, Stephanie Steevenson and Val Watts

In attendance: Mel Taylor (Town Clerk)
 Kevin Rose, Director, IAC Audit & Consultancy Ltd (Internal Auditor)
 1 member of the press (Newbury Weekly News)

FULL/2023/52 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Suzanne Adamantos, Jeff Brooks, Jeremy Cottam, Iain Cottingham, Lee Dillon, Owen Jeffery and Simon Pike.

FULL/2023/53 DECLARATIONS OF INTEREST

There were no declarations of interest.

FULL/2023/54 PUBLIC QUESTION TIME

No public questions had been received.

FULL/2023/55 MINUTES

RESOLVED that the Minutes of the meeting held on 15th May 2023, having been previously circulated, be signed as a correct record of the proceedings.

FULL/2023/56 ACCOUNTS 2022/23

(a) Internal Auditor's Report

Council reviewed the Internal Auditor's Report for the year ended 31st March 2023, following an internal audit carried out on 12th June 2023. Mr Rose introduced the role of Internal Auditor, presented the Report and answered Members questions.

RESOLVED to adopt the Internal Auditor's Report 2022/23 (appendix i).

(b) Town Council Accounts 2022/23

Members reviewed the following financial papers for the year ended 31st March 2023:

1 Financial Statements for the year ended 31st March 2023:

- Statutory Balance Sheet
- Fixed Asset Register
- Income and Expenditure Account
- General and Earmarked Reserves
- Review of Internal Controls

RESOLVED that the Financial Statements for the year ended 31st March 2023 be approved and signed by the Mayor and Responsible Financial Officer (appendix ii).

Members thanked Kevin Rose for attending and he left the meeting

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FULL/2023/56 ACCOUNTS 2022/23 continued

2 Annual Return for the year ended 31st March 2023:

i. Annual Governance Statement - Section 1 of the Annual Return

Members considered questions 1 – 9 of the Annual Governance Statement, supplemented by the 'review of internal controls' document, and gave a positive response to each question.

RESOLVED that the Annual Governance Statement, as set out in the Annual Return, be approved and signed by the Mayor and Town Clerk (appendix iii).

ii. Accounting Statements - Section 2 of the Annual Return

Members considered the Accounting Statements as set out in Section 2 of the Annual Return.

RESOLVED to approve the Accounting Statements for submission to the External Auditor and that the Mayor be authorised to sign the document (appendix iii).

(c) Confirmation of period of publication of public rights

Members confirmed that the period for Exercise of Public Rights shall be 3rd July 2023 to 11th August 2023 and that notices shall be published on the Town Council's website and town centre noticeboard.

FULL/2023/57 NORTHFIELD ROAD POST OFFICE TEMPORARY CLOSURE

Councillor Schiffer-Harte reported that the Post Office located within Tesco Express, Northfield Road, closed for a period in May 2023, causing local concern, with Post Office's being the only [limited] banking facilities in Thatcham, following the closure of all banks in the town. A conversation with an agency member staff caused further concern about the service beyond June 2023.

It was agreed to write to Tesco and the Post Office to seek clarity on the future of the provision and request that the Town Council be kept informed.

FULL/2023/58 APPROVAL AND ADOPTION OF COMMITTEE MINUTES

The following Committee Minutes were presented for adoption:

RESOLVED **a)** Recreation and Amenities Committee Minutes dated 19th June 2023. to adopt the Minutes.

RESOLVED **b)** Planning and Highways Committee Minutes dated 23rd May 2023 and 13th June 2023. to adopt the Minutes, subject to acknowledgement that at the meeting on 23rd May 2023, Councillor Justin Pemberton abstained from voting on application reference 23/00989/FULMAJ Hambridge Lake, reserving comment for the Eastern Area Planning Committee, of which Councillor Pemberton was a member.

RESOLVED **c)** Events Committee Minutes dated 12th June 2023. to adopt the Minutes.

FULL/2023/59 WORKING PARTY APPOINTMENTS

RESOLVED to agree Terms of Reference and appointment of Members to serve on the Policy Review Working Party and the Council Strategy Review Working Party, as set out in appendix iv.

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FULL/2023/60 APPOINTMENTS TO OUTSIDE BODIES

RESOLVED to confirm the following outside body appointments, not filled when considered at Full Council on 15th May 2023 (FULL/2023/44):

Organisation	No. of TTC Appointees	Appointee 2023/24	Appointee reports to:
Kennet Leisure Centre JAC	3 + 3 subs	Cllr Jay Lunn Cllr Tom McCann Cllr Ben Schiffer-Harte SUBS: Councillor John Boyd Councillor Petra Pemberton Vacancy	R&A
Plastic Free Thatcham / West Berkshire Sustainable Communities	2	Councillor Tom McCann Councillor Justin Pemberton	R&A

There being no further business the Mayor declared the meeting closed at 8.25pm.

Signed: _____ Date: _____