

THATCHAM TOWN COUNCIL
Minutes of a meeting of
Thatcham Town Council
held on Monday 24th June 2024 at 19:00hrs
in the Council Chamber, Brownsfield Road, Thatcham

Present: Councillor Suzanne Adamantos (Mayor)
 Councillors Mike Cole, Iain Cottingham, Mark Lillycrop, Ben Schiffer-Harte,
 Stephanie Steevenson and Val Watts

In attendance: Laura Carlin (Deputy Town Clerk) and Mireille Willan (Finance Manager)
 Kevin Rose, Director, IAC Audit & Consultancy Ltd (Internal Auditor)
 1 member of the press (Newbury Weekly News)

FULL/2024/053 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors John Boyd, Jeff Brooks, Jeremy Cottam, Owen Jeffery, Dave Lunn, Jay Lunn, Justin Pemberton, Petra Pemberton and Simon Pike.

FULL/2024/054 DECLARATIONS OF INTEREST

Councillor Cottingham declared a non-pecuniary interest in agenda item number 5a (FULL/2024/057a) as Chairman of Thatcham Town Cricket Club.

FULL/2024/055 PUBLIC QUESTION TIME

No public questions had been received.

FULL/2024/056 MINUTES

RESOLVED that the Minutes of the meetings held on 25th March 2024, 12th May 2024 and 13th May 2024, having been previously circulated, be signed as a correct record of the proceedings.

FULL/2024/057 ACCOUNTS 2023/24

(a) Internal Auditor's Report

Council reviewed the Internal Auditor's Report for the year ended 31st March 2024, following an internal audit carried out on 11th June 2024. Mr Rose introduced the role of Internal Auditor, presented the Report and answered Members' questions.

RESOLVED to adopt the Internal Auditor's Report 2023/24 (appendix i)

Members thanked Mr Rose for attending and he left the meeting

(b) Town Council Accounts 2023/24

Members reviewed the following financial papers for the year ended 31st March 2024:

1 Financial Statements for the year ended 31st March 2024:

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

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FULL/2024/057 ACCOUNTS 2023/24 continued

RESOLVED that the Financial Statements for the year ended 31st March 2024 be approved and signed by the Mayor and Responsible Financial Officer (appendix ii) and that asset values on the Fixed Asset Register be review during 2024/25 in line with the Auditors report.

2 Annual Return for the year ended 31st March 2024:

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 1st July 2024 to 9th August 2024 and that notices shall be published on the Town Council's website and on noticeboards at the Council Offices and in The Broadway.

FULL/2024/058 STRATEGIC DOCUMENTS

RESOLVED to re-adopt the following strategic documents for the year 2024/25 as presented:

- i. Risk Management Strategy
- ii. Treasury Management Plan
- iii. Standing Orders

FULL/2024/059 APPROVAL AND ADOPTION OF COMMITTEE MINUTES

The following Committee Minutes were presented for adoption:

RESOLVED **a)** Finance and General Purposes Committee dated 29th April 2024.
to adopt the Minutes.

RESOLVED **b)** Recreation and Amenities Committee Minutes dated 17th June 2024.
to adopt the Minutes.

RESOLVED **c)** Planning and Highways Committee Minutes dated 9th April 2024, 7th May 2024 and 4th June 2024.
to adopt the Minutes.

RESOLVED **d)** Events Committee Minutes dated 24th April 2024 and 10th June 2024.
to adopt the Minutes.

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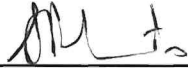
**FULL/2024/060 RECOMMENDATION FROM THE RECREATION AND AMENITIES
COMMITTEE**

RESOLVED to approve expenditure of £16,475 for replacement flooring at Burdwood Community Centre, funded from the 2024/25 revenue budget, for which £20,000 was budgeted.

FULL/2024/061 APPLICATION FOR GRANT OF STREET TRADING CONSENT

RESOLVED to approve an application for a one-year consent to trade from Thatcham Memorial car park (Frothy Frog) whilst highlighting the Town Council's Environmental Policy with regard to single use plastics

There being no further business the Mayor declared the meeting closed at 20:21hrs.

Signed:  Date: 02/10/24.

