



# Loddon Town Council

The Old School | Church Plain | Loddon | NR14 6EX

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## Minutes of the Finance and Governance Committee Meeting held on Wednesday 26 February 2025, 7.00pm in the Hollies Rear Hall

**Present:** Cllr Andy Woodman (AW), Cllr Mervyn Pointer (MP), Cllr Julie Appleby (JA), Cllr Richard Hubbard (RH)

**In Attendance:** Emily Curtis (Town Clerk), Kerry Sturman (RFO) and zero members of the public (MOP).

**Absent:**

- 1. Welcome, Meeting Protocol and Etiquette:**  
Chairman Cllr AW welcomed everyone to the meeting. Nobody wished to record the meeting.
- 2. Chairman:**  
It was **resolved** to elect Cllr AW as Chairman of the Finance and Governance Committee.
- 3. Vice Chairman:**  
It was **resolved** to elect Cllr RH as the Vice Chairman of the Finance and Governance Committee.
- 4. Apologies for Absence:**  
The Council received and accepted apologies from Cllr Steven Kellingray-Williamson (SKW) as he had a work commitment, Cllr Sam Bailey (SB) as she had a previous engagement, Cllr Kay Mason Billig (KMB) as she unable to attend, Cllr Alex Ashman (AA), Cllr Jane Hale Cllr due to illness.
- 5. Declarations of Interest and Requests for Dispensations:**  
None.
- 6. Public Forum:**  
None.
- 7. Terms of Reference:**  
The Terms of Reference were adopted by full Council on the 12 February 2025.
- 8. Quarterly Financial Report:**  
The RFO will prepare quarterly financial reports so that the expenditure can be monitored against the budget.
- 9. Credit Card Policy:**  
It was **resolved** to adopt the draft credit card policy. **Action:** AAO.

**10. Annual Governance Statement of Internal Control and Review of Internal Audit for the Year Ending 31 March 2025:**

It was **resolved** to adopt the amended version. **Action:** AAO.

**11. General Investment Account:**

Cllr RH gave a brief summary, and it was **resolved** to investigate options with the RFO and discuss at the next meeting. **Action:** RH/RFO.

**12. Items for a future agenda:**

- General Investments Accounts
- Quarterly Financial Reporting
- 2024/25 Year End Accounts

**13. Date of Next Meeting:** *(Held in Hollies Rear Hall unless otherwise specified)*

The next Finance and Governance Committee meeting will be held on Wednesday 28 May 2025 at 7.00pm, held in the Hollies Rear Hall. (Agenda items to Clerk by the 21 May 2025).

**The meeting closed at 19.35pm.**