



Minutes of the Meeting of the Finance and Staffing Committee held on **Monday 02 February 2026 at 7.00pm** at the **Heelands Meeting Place** on Glovers Lane, MK13 7PN.

Councillors Present: Cllrs Gilpin (in the Chair), Alexander, Brant and Godfrey.
Staff present: Philip Farquharson, Clerk
Members of the public: 0

Minutes

FSC19/26 Apologies: There were no apologies for absence, every member of the Committee was present.

FSC20/26 Declaration of interests: There were no declarations of interest.

FSC21/26 Public participation: No members of the public were present.

FSC22/26 Minutes of the 13 October 2025 Committee Meeting: The Minutes were approved as an accurate record of the Proceedings of that Meeting, and signed by the Chair for the Council's records.

FSC23/26 Budget Monitoring:

The Clerk had compiled a document which showed actual income and expenditure for the year to date, forecast income and expenditure at year end (in two months' time), and variances between budgeted income and expenditure and forecast income expenditure. Councillors noted that with only two months of the year left the forecast would be very accurate.

There was a forecast net movement to reserves of **£3,601**.

Forecast income for the year finishing at the end of March 2026 was: **£279,208**

Forecast expenditure for the year finishing at the end of March 2026 was: **£275,607**

Budgeted income for the year was £266,300, and so the variance was over £12,000. This was attributed to the receipt of various small grants (s106, COF, Warm Spaces), and the Clerk was commended for his prudent financial management, with very little variance to budget overall.

FSC24/26 Exclusion of the Press and Public: In view of the confidential nature of the business about to be transacted, and in accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public were temporarily excluded,

at the request of the Chair.

FSC25/26 Staffing Update:

Action: The Clerk provided a verbal update on staffing matters, noting the staffing structure as approved on 11 April 2024 was meeting the Council's business requirements.

FSC26/26 Clerk's annual appraisal:

Action: This was undertaken, the Clerk was moved up one SCP point.

Date and time of next meeting: Monday 13 July 2026 at 7:00pm at the Heelands Meeting Place.

The Meeting was declared **closed** at 8:30pm.

DRAFT