

You are summoned to attend the Finance Committee Meeting on Friday 23 January 2026 at 10am in the Denham Parish Council Offices, Village Road, Denham UB9 5BN.

Aims and Objectives of the Finance Committee:

- To ensure that the council is fully accountable for all spending and has the proper financial checks in place to do so and maintains appropriate software for this task.
- To ensure that the office I.T. systems are efficient and 'up to the job' at all times.
- To be able to accommodate the software requirements of other committees.
- To look at and investigate all office areas where savings may be possible.
- Investigate new and modern approaches to meetings.

Members are reminded that they should declare publicly any interest that they might have in any matter (whether it is apparent in the agenda or not) immediately prior to any discussion on it. They should state whether it is a personal interest only, or a prejudicial interest as well, and what the nature of the interest is.

Agenda No	Agenda
20260123/01	Apologies for absence
20260123/02	Declaration of Interests
20260123/03	Minutes of the previous Finance meeting dated 11 December 2025
20260123/04	Review of Current Bank Balances including Flagstone
20260123/05	Publication of Expenditure over £100 Received a communication from BALC, we must comply with the publication scheme that all councils above £25001 income must publish all expenditure over £100. Currently, we publish all expenditure over £500 on our Council agenda and minutes. This is part of the Data Protection Act and is law. Recommendation: DPC to publish all expenditure above £100, on the agenda and minutes of Full Council. 'Payments to approve' list details all expenditure above £0.
20260123/06	Information Commissioner's Office The Information Commissioner's Office (ICO) would expect parishes to adopt the model publication scheme. A template is attached on the information we need to complete to advise how information can be accessed. You are in breach of Freedom of Information Act 2000 (FOIA) if you have not adopted the model scheme or are not publishing in accordance with it. Recommendation: To adopt the model publication scheme, and to publish the information required by the ICO to comply with FOIA.

	Schedule of charges – Photocopying B/W 0.10p Colour 0.50p Postage 0.87p up to 100g (2nd Class) Large letter £1.55 up to 100g and Large letter 101g to 250g £2.00. Statutory Fee The amount that you may charge depends on if the cost of complying with the request has exceeded the appropriate limit. The appropriate limit is established under section 12 of FOIA and is calculated in accordance with The Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004 SI No. 3244 (known as the Fees Regulations). The cost under the legislation is £25 per person per hour (up to a maximum limit of £450, if below this amount the public authority must deal with the FOI request)
20260123/07	Transparency Code Recommendation: To review that attached transparency code and agree to its publication on our website.
20260123/08	Procurement Policy Recommendation: To make any recommendations from this committee to Policy & Procedures on the contents of this policy and to make any suggested amendments.
20260123/09	Risk Review Nothing to report
20260123/10	Date and Time of Next Meeting Thursday 26 February 2026 at 10am, DPC Offices

Public Bodies (admission to meetings) Act 1960– Exclusion of the public

The chairman moved that under section 1(2) of the public bodies (Admission to meetings) Act, the public shall be excluded from the remainder of the meeting by reason of the confidential nature of the business to be transacted.

Derek Wilson
Executive Clerk

19 January 2026