

Minutes of the Finance Committee Meeting on Friday 23 January 2026 at 10am in the Denham Parish Council Offices, Village Road, Denham UB9 5BN.

Members:	Cllr A Hans (AH) - Chair	Cllr J Walsh (JW) – Vice-Chair
	# Cllr M Heath (MH)	## Cllr G Hollis (GH)
	Cllr A.W. Head (AWH)	# Cllr E Austin (EA)
	Cllr S Williams (SW)	
		# = Apologies Received ## = Apologies not Given
Clerk:	Derek Wilson	FC: Susan Luckhurst (SL)

Meeting was voice recorded

Agenda No	Minutes	Actions
20260123/01	Apologies for absence Apologies received from Cllr MH and Cllr EA Cllr AH will be slightly delayed – Cllr JW opened the meeting in his absence	
20260123/02	Declaration of Interests No declaration of interests recorded	
20260123/03	Minutes of the previous Finance meeting dated 11 December 2025 The minutes have already been agreed at FC on 12 January 2026. Amendment was also approved at FC relating to the grant application received by Denham Bowls Club.	
20260123/04	Review of Current Bank Balances including Flagstone A general comment had been made about the number of banks being used under the Flagstone umbrella. One query related to the Bank of Egypt and to rationalise some of the accounts being used. The FSCS (Financial Services Compensation Scheme) protection has been raised from £85k to £120k from 1 December 2025. Consolidation needs to take place to reduce the number of accounts, and any recommended closure should come back to this committee for ratification. Cllr AH arrived at 10.08 Cllr AH advised the meeting that all banks under Flagstone are FSCS protected. Some banks give us better interest rate returns, and some balances are either on a 6mth, 9mth, 12mth fixed or instant access. We cannot make any changes until the fixed term has concluded. There is flexibility in the term arrangements to give us flexibility to transfer funds to the current account if required. Cllr AH took over the Chair from Cllr JW	

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. Our finance clerk updated the meeting that the payments to approve list is showing everything over £0. Currently, everything over £500 is printed on the Council agenda with a separate attachment advising the payments to approve. Revised recommendation: To place a separate item on the agenda to refer to 'Payments to Approve' list for approval. If a revised list is prepared it is referred to ver.2 for approval, as this list all transactions.	SL/EC
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. The schedule of charges will need to be reviewed, as and when Royal Mail adjusts their pricing structure. – Agreed by the members present. 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)	EC

20260123/ 07	Transparency Code The Clerk informed Councillors that he had received notification from the CEO of BMKALC the Finance and Transparency code is optional and is not law. Cllr SW advised that it appears that we are having too many policies that it could become unmanageable and as it is optional that we don't adopt this policy. Revised Recommendation: As we have received written confirmation from BMKALC that this is optional we will not adopt this policy – Agreed by the members present.	
20260123/ 08	Procurement Policy This policy was initially discussed in Policy and Procedures, and it was agreed to circulate to all standing committees to obtain feedback, as to whether further items need to be included or amended. Cllr AH referred to other policies that cover procurement such as Standing Orders, Financial Regulations and Government Procurement policy. Recommendation: An item to be placed on the FC agenda that this Procurement policy has been considered by the Finance Committee and we do not deem it necessary, as it is already covered by other policies that are already in place.	EC
20260123/ 09	Risk Review Nothing to report	
20260123/ 10	Date and Time of Next Meeting 3rd Friday will be 20 February 2026 (Cllr AH has given his apologies). A separate email to be sent out highlighting the date amendments of the Finance meetings.	

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

27 January 2026

Chair _____

Date _____

Amendments to minutes dated	
Agenda No	Title