# ASTON CLINTON PARISH COUNCIL

Minutes of the **Finance and Staffing Committee** meeting held at 6.30pm on **10th November 2025** at the Parish Council Office, Aston Clinton Park, HP22 5HL

**PRESENT:** Cllr C Read (Chair), Cllr M Collins, Cllr J Hodge, Cllr M Mason, Cllr D McCall, Cllr L Ronson & Cllr J Warburton

**IN ATTENDANCE:** Mrs S Payne (Clerk)

**FS25.18 Questions and Comments from the Public.** No members of the public were present.

**FS25.19 To Receive Apologies for Non-Attendance.** None received.

**FS25.20 To Receive Declarations of Interest or Requests for Dispensation.** None declared.

**FS25.21 To Approve the Minutes of the Meeting Held on 21st July 2025**
The minutes of the meeting held on 21st July 2025 were approved as a true and accurate record and were signed by the Chair.

**FS25.22 To Review the End of Quarter 2 Budget & Consider Virements**
The year-to-date budget was reviewed. The committee considered the proposed virements and the Clerk answered questions on various budget lines. **It was resolved that the following virements be recommended to Council:**

**(a) £8,350 be vired to Salaries: £7,000 from Professional Fees, £500 from Training, £50 from Office Electricity, £150 from Office Phone & £650 from Tree Work**
**(b) £2,150 be vired to Pensions from APM & Public Meetings**
**(c) £1,300 be vired to Employers NI from APM & Public Meetings**
**(d) £1,900 be vired to Contract Staff: £1550 from APM & Public Meetings & £350 from Contingency.**
**(e) £50 be vired to Office Water from Office Computers & Office Equipment**
**(f) £300 be vired to Office Supplies from Office Computers & Office Equipment**
**(g) £600 be vired to Membership Subscriptions: £500 from Insurance & £100 from IT Support**
**(h) £660 be vired to Noticeboards: £150 from Website, £500 from Community Newsletter & £10 from Office Electricity**
**(i) £3,300 be vired to Equipment, Grounds & Tree Surveys: £500 from Grounds Maintenance, £1,300 from Tree Work & £1,500 from Devolved Services**
**(j) £100 be vired to Allotments from Car Park Electricity**
**(k) £3,900 be vired to Facilities Equipment Maintenance from Streetlight Electricity**
**(l) £420 be vired to Waste Bins: £100 from CCTV Maintenance, £200 Burial Grounds Maintenance, £50 from Tree Work and £70 from Office Electricity.**
**(m) £25 be vired to Street Furniture Maintenance from Streetlight Electricity**
**(n) £100 be vired to RKP & Churchill Hall Maintenance from Streetlight Electricity.**
**(0) £300 be vired to RKP Cleaning from Office Electricity.**

**ACTION: Clerk**

**It was resolved, on the motion of the chair, to suspend standing orders 3x to allow the meeting to continue beyond 2 hours to allow business to be completed**.

**FS25.23 To Consider the Draft 2026/2027 Budget**

The figures for the draft 2026/2027 budget were considered and amendments made. Budget lines were added for the all-weather pitch locking system and the introduction of additional defibrillators in the village. **It was resolved to recommend to Council for approval the updated 2026/2027 budget with a precept of £347,186 representing a 9.4% increase**

**FS25.24 To Note the Changes to Interest Rates on the Council's Bank Accounts**

It was agreed that this item be deferred to the next committee meeting.

**FS25.25 To Receive a Report on the Updating of Council's Bank Signatories**

It was agreed that this item be deferred to the next committee meeting.

**FS25.26 To Review the Council's Equality & Diversity Policy**

It was agreed that this item be deferred to the next committee meeting.

**FS25.27 To Review the Staff & Councillor Training Records**

It was agreed that this item be deferred to the next committee meeting.

**FS25.28 To Note the Office Cover During the Christmas Period**

The committee noted the Christmas period office cover.

The meeting closed at 9.25pm

Signed……Date ……