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Town Council Offices, Reading Road,
Yateley, GU46 7RP

NOTICE OF COUNCIL MEETING

MEETING: Finance & Policy Committee
DATE & TIME: Monday 6 July 2026 at 7.00pm
PLACE: Oak Room, Council Offices, Reading Road, Yateley, GU46 7RP

**Councillors are hereby summoned to attend the following meeting.
Please inform the Town Clerk if you cannot attend.**

This is a meeting in public. If you would like to attend and have any special requirements e.g. access or a copy of the agenda in another format, e.g. large print, please contact us.

Agendas and minutes are available at <https://yateley-tc.gov.uk/the-council/archives/type/town-council/>

Julie Routley
Town Clerk

1 July 2026

AGENDA

1.	WELCOME & APOLOGIES FOR ABSENCE To receive any apologies for absence from the meeting
2.	DECLARATIONS OF INTEREST To receive declarations of interest for any item on the agenda
3.	MINUTES OF THE LAST MEETING To approve the minutes of the meeting held on 15 th June 2026 (attached)
4.	PUBLIC PARTICIPATION An opportunity for members of the public to make representations, ask questions, or raise matters relating to items on the agenda (the session will not exceed 15 minutes)
5.	FINANCIAL STATEMENTS, BANK RECONCILIATION & OVERDUE ACCOUNTS To approve the financial report, statements and overdue accounts for the period ending 31st May 2026 (attached)
6.	COUNCIL POLICY REVIEWS To review and approve the following Council policies (all attached): a) Disciplinary and Grievance
7.	TOWN COUNCIL STRATEGIC PLAN MONITORING To review the operational plan 2024-2028 (attached)
8.	ORCHARD HALL GARAGE – RENTAL To consider the rental of the Orchard Hall garage to a new tenant and determine the appropriate rental charge (see confidential report)

9.	MAYOR'S CHARITY ACCOUNT To consider a transfer of funds from the Mayor's Allowance budget line to the Mayor's Charity Bank Account to cover bank charges.
10.	BUDGET VIREMENTS To consider and approve budget virements as set out in the attached report.
11.	INFORMATION ITEMS To note any information items
12.	EXCLUSION OF THE PRESS AND PUBLIC To resolve that, in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item on the grounds that it involves the likely disclosure of exempt information relating to the financial and business affairs of a particular organisation and the Council, as defined in Schedule 12A, Paragraph 3 of the Local Government Act 1972.
13.	LEASE NEGOTIATIONS To consider confidential matters relating to a Council property lease and determine the Council's position regarding the proposed terms

1. Welcome & Apologies for Absence – to receive any apologies for absence from the meeting.

2. Declarations of Interest

To receive declarations of interest for any item on the agenda

3. Minutes of the Last Meeting – to approve the minutes of the meeting held on 15.06.26 (attached).

4. Public Participation – an opportunity for members of the public to bring matters to the attention of the Council relating to items on the agenda (max. 15 minutes).

5. Financial Statements, Bank Reconciliation & Overdue Accounts

To approve the financial report, statements and overdue accounts for the period ending 31st May 2025 (attached)

6. Council Policy Reviews

To review and approve the following Council policy (attached):

- a) Disciplinary and Grievance – no changes, propose reviewing every 2 years

7. Town Council Strategic Plan Monitoring

To review the operational plan 2024-2028 (attached)

8. Orchard Hall Garage – Rental

To consider the rental of the Orchard Hall garage to a new tenant and determine the appropriate rental charge (see confidential report)

9. Mayor's Charity Account

To consider a transfer of funds from the Mayor's Allowance budget to the Mayor's Charity Bank Account to cover bank charges.

Background: The Mayor's Charity Account is subject to monthly bank charges of £8.50. Due to the current low balance held within the account, there are insufficient funds to cover future charges and the account risks becoming overdrawn.

Council is requested to consider transferring £50 from the Mayor's Allowance budget heading to the Mayor's Charity Bank Account to ensure sufficient funds are available to meet ongoing bank charges.

Recommendation:

That the committee approves the transfer of £50 from the Mayor's Allowance budget to the Mayor's Charity Bank Account to cover bank charges and prevent the account from becoming overdrawn.

10. Budget Virements

To consider and approve budget virements as set out in the attached report.

Recommendation:

That the committee approves the budget virement detailed in the attached report to provide funding for unexpected cemetery waste disposal costs.

11. Information Items

i) Community Halls – Temperature Management

During the recent period of exceptionally hot weather, comments have been received from hirers of the Council's community halls regarding high internal temperatures and the comfort of users during hot weather. Some hirers have enquired whether air conditioning could be considered in the future.

The recent heatwave also highlighted similar issues within the Council office.

Members may wish to bear these issues in mind when reviewing future building improvements, capital projects and budget priorities.

ii) To note any other information items

12. Exclusion Of The Press And Public

To resolve that, in accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item on the grounds that it involves the likely disclosure of exempt information relating to the financial and business affairs of a particular organisation and the Council, as defined in Schedule 12A, Paragraph 3 of the Local Government Act 1972.

13. Lease Negotiations

To consider confidential matters relating to a Council property lease and determine the Council's position regarding the proposed terms

Date of next meeting: 19 October, 7pm in the Oak Room, Council Offices, GU46 7RP