Yateley Town Council

Minutes of the Finance & Policy Committee on
Monday, 6 July 2026, 7pm at The Oak Room, Reading Road, Yateley

Present – Councillors (committee members):
Cllr Greg Easterbrook (Chairman)
Cllr Stuart Bailey
Cllr Graham Cockarill
Cllr Alex Drage
Cllr Mark Vernon

Absent - Councillors (committee members)
Cllr Bob Harward
Cllr Mark Higgins

In attendance – Non-Committee Members, Public & Officers:
Julie Routley - Town Clerk

2199 Apologies for Absence

Cllr Easterbrook opened the meeting.
Apologies had been received from Cllrs Harward and Higgins.

2200 Declarations of Interests

No interests were declared.

2201 Minutes of the Last Meeting

It was **RESOLVED** to approve the minutes of the meeting held on 15th June. The minutes were signed by the Committee Chairman.

2202 Public Participation

No members of the public were present.

2203 Financial Statements, Bank Reconciliation & Overdue Accounts

Members received the financial report, statements and overdue accounts for the period ending 31st May 2026 which were **NOTED**.

2204 Council Policy Reviews

Members reviewed the Disciplinary and Grievance Policy.

a) Disciplinary and Grievance – no changes

It was **RESOLVED** that the policy be approved as presented and reviewed every two years.

2205 Town Council Strategic Plan Monitoring

Members reviewed the Town Council Strategic Plan 2024-2028 (Operational Plan) and noted the introduction of the RAG (Red-Amber-Green) status indicators to provide a clear overview of progress against each strategic objective. Members were pleased to note that, whilst

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several objectives remained under review and were rated amber, no objectives were currently rated red.

In considering Objective 1.1 - To limit the Council's carbon footprint, Members noted that the Energy Efficiency Audit had identified areas for improvement and agreed that a comprehensive Energy Audit should be repeated every five years to ensure continued progress towards the Council's environmental objectives.

With regard to Objective 1.5 - To make the most of our open and green spaces, Members noted that the Operational Plan recorded that no recent community litter picks had taken place and agreed that it would be beneficial to organise a further Community Litter Pick in the near future.

In relation to Objective 5.1 - To communicate and collaborate with District and County Councils, Members noted that Hart District Council was currently finalising proposals relating to community asset transfer arrangements.

ACTION: Town Clerk to contact Hart District Council to establish which assets are within the scope of the proposed community asset transfer programme and report back to the Committee.

2206 Orchard Hall Garage – Rental

Members considered the confidential report regarding the proposed letting of the Orchard Hall garage.

It was **RESOLVED** that the recommendations set out in the confidential report be approved and delegated authority be given to the Town Clerk to finalise the tenancy arrangements.

2207 Mayor's Charity Account

Members considered the report regarding the Mayor's Charity Bank Account and noted that the current balance was insufficient to meet ongoing monthly bank charges, creating a risk that the account could become overdrawn.

It was **RESOLVED** that £50 be transferred from the Mayor's Allowance budget to the Mayor's Charity Bank Account and that delegated authority be granted to the Town Clerk to make such further transfers as necessary to maintain a minimum balance of £100 in the account.

2208 Budget Virements

Members considered the report regarding a proposed budget virement to cover unexpected cemetery waste disposal costs. It was noted that specialist disposal had been required following the discovery of nitrous oxide canisters within cemetery bins. Members suggested that a dedicated budget provision for cemetery waste disposal be included in the budget-setting process for the next financial year.

It was **RESOLVED** that the budget virement of £2,554 from Budget Code 4011/201 (Heathland Cemetery Rates) to Budget Code 4018/201 (Heathland Cemetery Waste Disposal) be approved.

ACTION: To consider including a cemetery waste disposal budget line within the 2027/28 budget

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2209 Information Items

i) Community Halls – Temperature Management

Members noted that comments had been received from hirers of the Council's community halls regarding high internal temperatures during the recent period of exceptionally hot weather, with some hirers enquiring whether air conditioning could be considered in the future.

It was also noted that similar temperature-related issues had been experienced within the Council offices during the heatwave. Members agreed that these matters should be borne in mind when considering future building improvements and capital projects.

Members further noted the importance of signposting residents to available "cool spaces" within the community during periods of hot weather.

ii) Delegated Authority During Summer Recess

Members noted that the Town Clerk has delegated authority to approve the payment of invoices where necessary to prevent accounts from becoming overdue. Members recognised that it may be necessary to exercise this authority more frequently during the summer recess to ensure the timely payment of invoices and avoid late payment charges.

2210 Exclusion of The Press and Public

It was **RESOLVED** 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.

2211 Lease Negotiations

Members considered the confidential report relating to the future lease arrangements for a Council property. Members recognised the importance of supporting a valued community organisation whilst ensuring that the Council receives a fair and reasonable return from a community asset held on behalf of local residents.

It was **RESOLVED** that the lease terms discussed be approved and that a draft lease be prepared for consideration by Full Council for final approval.

The detailed discussion and agreed lease terms are recorded in the confidential minutes.

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

Meeting closed at 8.14pm

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