

Burton Latimer Town Council

The Harold Mason Centre
120 High St, Burton Latimer NN15 5RH
townclerk@burtonlatimertowncouncil.org.uk



MINUTES of the Finance and Policy Committee held at 7pm on Tuesday 27 January 2026 at the Harold Mason Centre, Burton Latimer.

PRESENT Councillors S Baynes (in the Chair); M Sinclair; G Mellors; J Currall; M Don and J Davies

IN ATTENDANCE C L Thatcher, Town Clerk .

FPC 26/01 APOLOGIES were received from Councillor N Padget

FPC 26/02 PUBLIC FORUM was not used

FPC 26/03 DECLARATIONS OF INTEREST. None were made.

FPC 26/04 MINUTES of the Finance and Policy Committee held on 16 December 2025 were read, approved and signed as a true record of that meeting..

.FPC 26/05 MONTHLY FINANCIAL REPORT.

The Town Clerk reported that the finances were on track and that currently we have £199922.51 at bank. This figure will shortly be further depleted as another stage payment for the library extension is due

Councillor M Don joined the meeting

FPC 26/06 BANK RECONCILIATIONS

The bank accounts have been reconciled to the end of December..

FPC 26/07 PAYMENTS FOR APPROVAL

The Town Clerk provided the list of payments and these were duly authorised. The list is attached to these minutes.

The payments listed were approved.

FPC 26/08 RISK MANAGEMENT WORKING PARTY

Councillor Sinclair reported on the meeting held earlier this evening. He said that the Working Party's recommendations were that Council adopts the following

Risk Management Policy Statement –

Burton Latimer Town Council recognizes that it has a responsibility to manage risks effectively in order to protect its employees, assets, liabilities and community against potential losses, to minimize uncertainty in achieving its aims and objectives and to maximise the opportunities to achieve its vision.

The Town Council is aware that some risks can never be eliminated fully and it has in place a strategy that provides a structured, systematic and focused approach to managing risk.

Risk management is an integral part of the Town Council's management processes.

2. It was agreed that the following were particularly relevant

- a) Political Risk – those associated with the failure to deliver local, regional or national policy.
- b) Social Risk – those relating to the effects of changes in demographic, residential, or socio-economic trends on the Town Council's ability to deliver its strategic priorities.

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c) Reputational Risk – those associated with the changing needs of customers and the electorate; ensuring appropriate consultation; avoiding poor public and media relations.

It is recognized that not all of these risks are insurable and for some the premiums may not be cost effective. Even where insurance is available, a monetary consideration might not be an adequate recompense. The emphasis should always be on eliminating or reducing risk before costly steps to transfer risk to another party are considered.

FPC26/09 IT WAS RESOLVED to exclude the Press and public from the following item on the grounds of confidentiality and in accordance with s100(1) and (2) of the Local Government Act 1972.

FPC 26/10 STAFFING MATTERS

Councillor Mellors spoke to her suggestion that a Litter Picker be employed by the Council. There was some agreement with the suggestion but also some concern that by doing so we would be taking on work which is normally undertaken by North Northants Council and thereby incurring “double taxation”.

Following some discussion, it was agreed to defer consideration until the extent of any asset transfers are known, for it may then be appropriate to employ a Grounds Worker, whose job description could include litter picking.

FPC 26/11 NEXT MEETING It was agreed that the next meeting will be held on **Tuesday 24 February 2026**.

There being no further business, the meeting closed at 1950 hours.