

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 24 February 2026 at the Harold Mason Centre, Burton Latimer.

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

IN ATTENDANCE C L Thatcher, Town Clerk .

FPC 26/12 APOLOGIES were received from Councillors N Padget, J Currall and S Baynes (sickness)

FPC 26/13 PUBLIC FORUM was not used

FPC 26/14 DECLARATIONS OF INTEREST. None were made.

FPC 26/15 MINUTES of the Finance and Policy Committee held on 27 January 2026 were read, approved and signed as a true record of that meeting..

.FPC 26/16 MONTHLY FINANCIAL REPORT.

The Town Clerk reported that the finances were on track and that currently we have £157000 at bank. This figure will shortly be further depleted when the final stage payment for the library extension is due

FPC 26/17 BANK RECONCILIATIONS

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

FPC 26/18 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 26/19 RECOMMENDATIONS FROM PROPERTIES & LAND COMMITTEE OF 10 FEBRUARY 2026

a) Solar Panels. It was agreed to seek quotes for a survey of the Library building to ensure (or otherwise) that the structure would support roof panels

b) Grounds Contractor. It was agreed to appoint Warnes Garden Services as our preferred contractor for grass cutting; hedge and tree work and similar for the period until 31 March 2029.

FPC 26/20 COMMUNITY GOVERNANCE REVIEW.

The importance of this is appreciated and it was discussed at length. The suggestion was made by Councillor Don that the parish be split into two Wards, North and South and this was thought beneficial. Furthermore, there are small areas on each side of the A14 which logically should be exchanged with Barton Seagrave. It was agreed to recommend these changes to Council.

FPC 26/21 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 26/22 STAFFING MATTERS The Town Clerk said that he thought it time to advertise a post of Assistant Town Clerk in the hope of attracting someone who could smoothly take

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over the Town Clerk's post when he left . He suggested a salary within the range SCP24 to SCP28 as appropriate and presented a draft advertisement and job description.

It was agreed to recommend to Council that a new post of Assistant Town Clerk be advertised and that the panel to interview candidates should consist of 3 councillors and the Town Clerk, who would have the power to make the appointment.

FPC 26/23 NEXT MEETING It was agreed that the next meeting will be held on **WEDNESDAY 18 MARCH 2026**.

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