Oakham Town Council

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21st October 2026

TO: All Members of Oakham Town Council Finance Committee
- Cllr Brookes, Cllr Callaghan, Cllr Romney, Cllr Perry, Cllr Padmore, Cllr Harris

In accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend an Ordinary meeting of Oakham Town Council Finance Committee on Wednesday 28th October 2026 at 6.30pm at the Town Council Offices, Council Chamber, Rol House, Long Row, Oakham LE15 6LN.

S Haywood
Locum Clerk/RFO

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public. Persons attending this meeting are advised that it may be filmed and recorded.

AGENDA

1. **APOLOGIES FOR ABSENCE**

   MOTION: Committee to receive apologies and consider approval of reasons for absence.

2. **DECLARATION OF INTERESTS AND DISPENSATIONS**

   Members to disclose any pecuniary or other Interest in any item on the agenda. Members are personally responsible for declaring an interest and are respectfully advised to refer to the Code of Conduct for more information. Councillors are also responsible for ensuring that their Registers of Interests are up to date (within 28 days of any changes).

3. **DEPUTATIONS FROM MEMBERS OF THE PUBLIC – OPEN MEETING**

   Members of the public will be invited to speak on items relating to this agenda or raise issues for future consideration. The period of time designated for public participation at a meeting in accordance with the Council's Standing Orders shall not exceed 15 minutes, maximum 3 minutes per person, and will be under the direction of the Chair of the meeting. This is the only agenda item where members of the public can speak during the meeting, unless invited by the Chairman.

4. FINANCIALS

MOTION: That Committee note the financials to date, including the balance sheet, trial balance, income & expenditure, EMRs and bank balances. (SH)

5. INVOICES FOR APPROVAL

MOTION: That Committee consider and decide upon approval of invoices for payment. (SH)
MOTION: That Committee note the payments made outside of meeting. (SH)

6. BANK RECONCILIATIONS

MOTION: That Committee note and sign the August and September 2026 bank reconciliations and bank statements. (SH)

7. ACCOUNTING SOFTWARE

MOTION: That Committee note that the sales and purchase ledgers have now been installed on the Council accounting software, all nominal codes and cost centres have been revamped to mirror the approved reviewed budget, and accounting entries populated accordingly. (SH)

8. AUDIT UPDATE

MOTION: That Committee note the update report on the work carried out on the internal and external audit recommendations. (SH)

9. BANK ACCOUNT FRAUD

MOTION: That Committee note that direct debits have appeared on the Lloyds current account bank statements which appear to be fraudulent, and to note the action taken. (SH)

10. BUDGET 2027/28

MOTION: That Committee consider and decide upon the proposed draft 2027/28 budget and precept demand, and make a recommendation to Full Council. (SH)

11. DATE OF NEXT MEETING

MOTION: That Committee note the date of the next meeting to be held on 25.11.26. (SH)