

Kidlington Parish Council

Exeter Hall, Oxford Road, Kidlington OX5 1AB

Tel: 01865 372143 www.kidlington-pc.gov.uk



Minutes for the Meeting of Finance and Assets Committee

held at Exeter Hall on Thursday 4 September 2025 at 6.30pm

Present: Cllr Nik Soheili (Chair), Cllr Dave Kanonuwa (Vice-Chair), Cllr Lesley Mclean, and Cllr Ian Middleton, Cllr Alison Street

In Attendance: Clerk – Sarah Kearney, RFO – Laura Pike, and Facilities Manager – Graham Kearney

Apologies: Cllr David Betts

25/38 To receive Councillors' Apologies for Absence - Councillors who are unable to attend the meeting should notify the Clerk prior to the meeting.
The Council unanimously **RESOLVED** and accepted the apologies from Cllr David Betts

25/39 To Record Members' Declarations of Interest regarding the Agenda Items - To receive any requests for Dispensations or Declarations of Interest from Councillors relating to items on the agenda, in accordance with the Council's Code of Conduct, and to note any gifts and hospitality
Cllr Dave Kanonuwa – Section 25/47 – 47a - Kidlington Connection, as he is a member of their committee
Cllr Lesley Mclean – Section 25/47 – 47e – Chair Charity Event

25/40 Public Participation - Public participation is limited to 10 minutes in total. Members of the public may make only one address to the Council of no more than five minutes' duration and only concerning topics on the agenda.
No Members of the public attended

25/41 To Approve and Sign the Minutes of the Parish Council meeting of 10 July 2025
The Finance and Asset Committee unanimously **RESOLVED** that the minutes to be accepted as a true and accurate record of the meeting and were signed by Chair Cllr Soheili

25/42 Governance:
42a **Internal Controls** – to consider and agree to adopt this new version
The Council unanimously **RESOLVED** and agreed to adopt the Internal Controls policy

- 42b **Change of Finance and Assets meeting** – 2 October to 16 or 23 October 2025
The Finance and Asset Committee unanimously **RESOLVED** and agreed to the change of meeting date from 2 October to 23 October
- 42c **Change of Full Parish Council meeting** – to acknowledge this change from 18 to 17 September
The Finance and Asset Committee unanimously **RESOLVED** and agreed to the change of the meeting date from 18 to 17 September 2025
- 25/43 Financial Report** – to receive a report on the account status to date – update
- 43a **Budget Monitoring for August 2025** – to consider any overspends
The Finance and Asset Committee unanimously **RESOLVED** and agreed to the Budget Monitoring figures for August 2025
- 43b **Debtors report** – update
The Finance and Asset Committee unanimously **RESOLVED** and agreed to the Debtors' report for August 2025
- 43c **Creditors report** – update
The Finance and Asset Committee unanimously **RESOLVED** and agreed to the Debtors' report for August 2025
- 25/44 Invoices Payments for July/August 2025/26 & Bank Reconciliations** – to acknowledge the invoices, schedule payments for the whole of July and August
The Finance and Asset Committee unanimously **RESOLVED** and agreed to sign all of these off for July and August 2025
- 25/45 Tree Project at Exeter Close** – to consider and approve the costings
This was discussed at some length regarding the funding for the trees, as there isn't a budget set up for this project. Cllr Soheili asked the Clerk to see whether there is any money in the budget that could be used for this project and report back. It was also discussed that the OCC is completing a tree planting project, which we might be able to use. Additionally, there have been residents who have offered some oak trees, which we could plant. **Action: Facilities Manager to speak to Ian Osenton to see what trees could be used at Exeter Close and how many will be required.**
- 25/46 CCLA Account** – to consider and agree whether funding should be moved
- 46a **Report from Clerk and RFO** – other Investors
Cllr Soheili explained that, due to the holiday period, he and Cllr Kanonuwa had not been able to investigate the CCLA account further. The Clerk then explained that the RFO and she had spoken to a CDC money advisor, who had provided details on different investments they use and shared the interest rates being achieved. From the report the Clerk had shared, there were two investment options of interest: Federated Hermes and Legal & General, although further details on Legal & General are still awaited.
The Clerk recommended that the Councillors consider Federated Hermes, as it offered a better return and was also a short-term investment. She suggested that it might be sensible to move the Property savings currently held in the CCLA account into Federated Hermes to achieve a better return.

The Councillors discussed this matter in detail and agreed that it should come back to the next Finance & Assets meeting in October, once the information on Legal & General had also been received.

25/47

Grants – to consider and agree

47a **Kidlington Connection** – to re-consider

The F&A committee did not receive the necessary financial documents to reconsider this application. The clerk has emailed them again to inform them that this will need to be postponed until the next meeting in October.

47b **Kiddie Link** – to consider and approve

The Finance and Asset Committee unanimously **RESOLVED** and agreed to grant funding of £2,500 to be awarded

47c **Cherwell Collective** – to consider and approve

The Finance and Asset Committee unanimously **RESOLVED** and agreed to their Christmas events but required the Facilities Manager and Clerk to speak to the Cherwell Collective regarding the Christmas Day event.

47d **Kidlington Recreational Trust** – to consider and approve

The Clerk needs to write to them to find out more details

47e **Cherwell District Council – Charity Homeless Hall Hire** – to consider and approve

The Finance and Asset Committee unanimously **RESOLVED** and agreed to the Chair Charity Homeless Hire

47f **Lilacs Centre – Daybreak** – to consider and approve a grant for Vibrant Creative Reminiscence Centre of activity.

The Finance and Asset Committee unanimously **RESOLVED** and agreed to the funding grant of £1,500

25/48

Stratfield Brake - update

The Clerk presented councillors with a list of invoice payments covering the period from April 1, 2024, to February 29, 2025, and from March 1, 2025, to July 1, 2025. This provided the Committee with an overview of the expenses incurred at Stratfield Brake from the precept.

Cllr Soheili noted that the report would give the Finance & Assets Committee a clearer understanding of expenditure at Stratfield Brake. However, he highlighted that the only missing element was a breakdown of utility costs, which are currently included within the management fee. This means the Council does not have a straightforward evaluation of the utility expenditure.

Cllr McLean commented that KPC was unlikely ever to receive that level of detail and would have to accept the information provided by CDC

Date of Next Meeting – 23 October 2025 from 6.30 pm

Meeting Finished: 9.30 am