

Marlborough Town Council



Finance and Policy Committee

Minutes of a meeting of the Finance & Policy Committee held Monday, 13 April 2026 in the Council Chamber, Marlborough Town Hall at 7pm

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| PRESENT | Councillor Abi Beaumont Councillor Emily Trow Councillor Nicholas Fogg Councillor Mervyn Hall Councillor Kelvyn Shantry Councillor Peter Morgan Dawn Whitehall | Chair Town Mayor (<i>ex officio</i>) Corporate Services Officer |
| ALSO PRESENT | Simon Wells Sarah Marriott Mary Vere-Parr Julia Tyler Sasha Thorbek | Marlborough Sports Forum Beyond Dementia Marlborough LitFest Marlborough LitFest Greatwood |

PUBLIC QUESTION TIME
There were no questions.

480/25 APOLOGIES
Apologies for absence were received from **Councillor Cleasby** and the **Town Clerk**. **Councillor Fogg** asked to leave at around 8.15pm for another commitment.

481/25 DECLARATIONS
Councillor Fogg – agenda item 6 – grant applications (Marlborough LitFest) – non pecuniary.

482/25 CHAIR'S ANNOUNCEMENTS
The Merchant's House had written a letter of thanks for the Town Council's £1,000 grant towards the cost of conserving and maintaining the archive and Marlborough collections.

Members were reminded that the voting window was open for people to cast their votes for the cemetery extension.

483/25 MINUTES

Councillor Beaumont had given apologies for the last meeting which had not been noted. She thanked **Councillor Shantry** for chairing at very short notice.

RESOLVED: that with one amendment the minutes of the meeting held 2 February 2026 were approved as a true record and signed by the Chair

484/25 ACTION LOG

There were no outstanding actions.

485/25 GRANTS

Members considered grant applications from four organisations, all of whom were represented at the meeting. During a suspension of Standing Orders, each explained the purpose of the applications and answered questions from Councillors:

- Marlborough Sports Forum requested £1,630 towards equipment for a sports activity day in Marlborough
- Beyond Dementia requested £1,820 contribution for home support services in Marlborough for 20 people
- Marlborough LitFest requested £850 for an author event for school children (free to attend) and to provide a moderator for a Sixth Form debate
- Greatwood Charity's application had been omitted from the agenda in error. The request was for £1,091.71 towards a Horse Power six week education programme for primary age learners with SEND (special educational needs and disabilities) and SEMH (social emotional mental health)

The applicants left the meeting and Councillors considered the applications against the 2026-27 budget of £7,000. All were considered very worthy projects. **Councillor Trow** commended Greatwood, having attended last year's awards ceremony and seen at first hand the benefit people gained from attending its courses. Members noted that Marlborough LitFest was a valuable event for the town.

RESOLVED:

- (i) to award £1,500 to Marlborough Sports Forum
- (ii) to award £1,500 to Beyond Dementia
- (iii) to award £850 to Marlborough LitFest
- (iv) to award £1,000 to Greatwood

ACTION: confirm whether the £3,039 underspent grant budget for FY 2025-26 can be carried forward to add to the 2026-27 budget

Councillor Morgan briefly left the room

486/25 INTERNAL AUDIT

Members noted the second interim internal audit report for FY 2025-26 with no issues found and one recommendation concerning recording of petty cash.

487/25

QUARTERLY FINANCE REPORT

Members noted the finance report for month 11 2025-26. Discussion points included:

- **Councillor Hall** expressed concern that the General Reserve was reducing, noting that the impact from unexpected expenditures (such as the recent breakdown of the heating system at the Community & Youth Centre) meant there was a risk it would be further depleted to an unacceptable level
- **Councillor Shantry** was comfortable with the current general reserve figure but would not want to see it go down further: it should be maintained at a level to cover six months' general expenditure (at or above £552,633)
- There was £120,000 set aside as ear marked reserves, with £600,000 in a deposit account which could be used for unforeseen emergencies if required
- **Councillor Shantry** highlighted that overall expenditure exceeded income
- Whether to review the income vs expenditure balance for 2026/27 at the next Committee meeting
- The **Chair** read out a comment from the Town Clerk who had seen an unaudited set of accounts for month 12. In balance he believed the budget would be achieved (with savings and income generation balancing out unplanned spend such as for new vehicles). He also highlighted that the reserves were lower than last year (but due to planned spending). However, this would require careful consideration in 2026/27.

Councillor Fogg left the meeting

488/25

POLICIES

RESOLVED: (i) that the draft Young People's Digital Communication and Social Media Policy is approved for recommendation to Full Town Council

RESOLVED: (ii) that the revised Safeguarding Policy is approved for recommendation to Full Town Council

The meeting closed at 8.13 pm

Signed:
Chair

Date: