

ABINGDON TOWN COUNCIL

Report to	FINANCE, GOVERNANCE AND ASSET MANAGEMENT
Meeting date	15 September 2025
Report author	Responsible Finance Officer / Town Clerk
Agenda item	5

FINANCE REPORT

1. Purpose of the Report

- (i) To **approve** the list of payments made between 1 February to 31 August 2025
- (ii) To **approve** the Committee management accounts as at 31 August 2025
- (iii) To **approve** the Summary management accounts as at 31 August 2025
- (iv) To **approve** the use of General Reserves for Domestic Abuse Charter launch and Award of the Freedom of Abingdon ceremony

2. Summary

2.1 Payment listings

The list of payments is at **APPENDIX A**. There are no unusual payments which require members' particular attention. In line with the council's financial instructions, all payments greater than £2,500 have been authorised prior to payment by two councillors, Cllr Pat Lonergan and Cllr Andrew Skinner. Where applicable, payments listed include VAT.

2.2 Committee Management Accounts as at 31.08.2025

The detailed management accounts for this committee for the period 1 April – 31 August 2025 at **APPENDIX B**.

The summary management accounts for the full council are provided at **APPENDIX C**. These are provided in summary format only as they are now presented to each spending committee in full. There are no items of income or expenditure which require members' particular attention.

As of 31 August 2025, the committee's expenditure is £756,503 (61.9% of budget), of which £49,122 has been offset by EMR allocation, reducing the expenditure to £707,381 (56.1% of budget).

Income received is £1,073,799 (50.3% of budget), of which £9,622 has been allocated into EMR's reducing the income to £1,064,177 (49.8% of budget).

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2.3 Use of General Reserves

The Domestic Abuse Charter launch and the Award of the Freedom of Abingdon ceremony events do not have designated budget line. Therefore, I am proposing approval use general reserves to cover the costs for the events.

3. Action required

The committee is requested to:

- (i) **Approve** the list of payments made between 1 May to 31 August 2025.
- (ii) **Approve** the committee management accounts as at 31 August 2025
- (iii) **Approve** the Summary management accounts as at 31 August 2025
- (iv) **Approve** the use of General Reserves for Domestic Abuse Charter launch and Award of the Freedom of Abingdon ceremony

This will require a proposer, a seconder and a vote.

4. Link to strategic plan and objectives

Key Objective 3: To manage the Council's assets efficiently and effectively to meet for the needs of the community now and in the future.

5. Key information and options

5.1 Appendices A-C are annotated and give key information and variances.

5.2 The General Reserve is currently £903,119, the cost for the DA Charter Launch was £519.00, and the estimated cost for the Award of the Freedom of Abingdon ceremony is approx. £650.00; therefore, I propose allocating £1,100 of general reserves to cover the cost of both events.

6. Climate change/green implications

None.

7. Financial/budget implications

The Council's spending is in line with budget, no further implications.

8. HR implications

None.

9. **Consultation implications**

I consider that there are no matters within the report on which we should consult.

10. **Supporting papers and appendices**

APPENDIX A: Payments 1 May to 31 August 2025

APPENDIX B: Committee Management Accounts as at 31 August 2025

APPENDIX C: Summary Full Council Accounts as at 31 August 2025

Cherie Carruthers RFO
10 September 2025