



Tetbury

Town Council

To all Members of the Finance and Scrutiny Committee

(Councillors Sandra Ball, Jon Easterbrook, Stephen Hirst, Kevin Painter, Tony Walsh and Jason Williams)

You are summoned to attend the Finance & Scrutiny Committee meeting that has been arranged for **Monday 11th September 2017 at 7.00pm** to take place at 63 Long Street, Tetbury for the transaction of business on the following Agenda. **All Members of Public welcome.**

Stephen Holley
Town Clerk
4th September 2017

AGENDA

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| 1. Apologies for absence | - |
| 2. Public Consultation (Note: Fifteen minutes is allowed for public questions or statements. Each person to state name and to be allowed three minutes maximum. Questions may be answered briefly but not debated. Issues may be referred for subsequent response if necessary) | - |
| 3. Declarations of interest | - |
| 4. Minutes of the Meeting held on 10 th July 2017 and the Special Meeting held on 14 th August 2017 | 2 6 |
| 5. Action points arising from those Minutes | 7 |
| 6. Payments for September and to note July and August bank reconciliations | 8 |
| 7. Accounts to 31 st August 2017 (5 month review) | 15 |
| 8. Request for Grant - Girl Guides | 18 |
| 9. Review of the Complaints Procedure | 21 |
| 10. Proposed Member/Officer Protocol | 26 |
| 11. Statement on Councillor Behaviour | 33 |
| 12. Correspondence | Verbal |
| 13. Brief Councillor Reports | Verbal |
| 14. Agenda items for future consideration | Verbal |
| 15. Date and time of the next meeting – 11 th September 2017 at 7pm | - |
| CLOSED SESSION | - |
| 16. Confidential Minutes of the Meeting held on 10 th July 2017 and the Special Meeting held on 14 th August 2017 | 34 35 |
| 17. Staffing Review | 36 |

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights.

Members are also reminded that they are required to comply with the ethical standards laid down in the seven 'Nolan' principles of public life in their conduct within Council meetings and at all times when acting as a Councillor.