



Tetbury

Town Council

To all Members of the Finance and Scrutiny Committee

You are summoned to attend the Finance & Scrutiny Committee meeting that has been arranged for **Monday 13th February 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.**

Tara Niblett
Executive Officer
7th February 2017

AGENDA

1. **To note apologies for absence**
2. **To allow public consultation**
Fifteen minutes for public questions or statements. Each person to state name & is allowed 3 minutes maximum. Questions may be answered briefly but not debated. Issues may be referred for subsequent response if necessary.
3. **To receive declarations of pecuniary interest in connection with agenda items as shown & not already declared on Register of Interest forms**
4. **Adoption of Minutes Monday 16th January 2017**
5. **Action points from those minutes and not on the agenda**
6. **To agree appointing RBS in preparing end of year financial reports**
7. **To agree appointing GAPTC to carry out internal audit**
8. **To consider grant applications**
9. **To consider tree work quotation regarding Linfoot Road and St Mary's Church**
10. **To approve payment of TTC & TIC February accounts & note January bank reconciliation**
11. **To note budget report to end January (10 month review)**
12. **To consider any correspondence received to date**
13. **To receive brief Councillor reports**
14. **To suggest items for March agenda**
15. **To note the date and time of the next F & S meeting 13th March 2017 at 7pm**
16. **Closed Session – To receive an update regarding CEO exit interview**
17. **Closed Session - To receive an update regarding ongoing grievance and complaint**
18. **Closed Session – To approve Town Clerk Contract of Employment**
19. **Closed Session – To discuss relations with the Wilts & Glos Standard**

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.



Executive Officer/Customer Relations Officer
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Office Hours 9.00am to 3.00pm Monday to Friday