



Tetbury

Town Council

To all Members of the Finance and Scrutiny Committee

(Councillors Sandra Ball, Jon Easterbrook, Stephen Hirst, Kevin Painter, Tony Walsh [Chair] and Jason Williams [Vice-Chair])

You are summoned to attend the Finance & Scrutiny Committee meeting that has been arranged for **Monday 12th February 2018 at 7.05pm** (or at the close of the meeting of the Council as Sole Trustee to Charitable Trust 301633, whichever is the later) 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
5th February 2018

AGENDA

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 15th January 2018
5. Action points arising from those Minutes
6. Payments for February and Bank Reconciliation at 31st January 2018
7. Accounts to 31st January 2018 (10 month review)
8. Internal Auditor's Report on 2017/18 Accounts (second visit)
9. Financial Support for the Dolphins Hall
10. Review of Policy Documents: -
 - Community Engagement Policy
 - Disciplinary and Grievance Procedures
 - Equalities Policy
 - Grants Policy
 - Publication Scheme
 - Training Policy
11. Correspondence
12. Brief Councillor reports
13. Agenda items for future consideration (*Review of Risk Assessments*)
14. Date and time of the next meeting – 12th March 2018 at 7pm

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.