

To all Members of the Finance & Scrutiny Committee

(Councillors:) Steve Scott, Zowie Baker, Patricia Burrell, Judith Taylor, Rodney Smith, Liz Farnham, Peter Coleman, Colin Pearce, Kevin Painter


You are summoned to attend a Meeting of the committee on Monday 17th June 2024 at 7.00 pm for the transaction of the following business. The meeting will be held in the Tetbury Library, Close Gardens, Tetbury. All members of the Public and Press are welcome to attend.



Tara Niblett
Chief Executive Officer
10th June 2024

1.	To elect Chair of Finance & Scrutiny
2.	To elect Vice Chair of Finance & Scrutiny
3.	Apologies for absence
4.	Declarations of Interest
5.	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)
6.	To approve Minutes of the meeting held on Monday 22 nd April 2024
7.	To note action points from previous meetings
8.	To note Financial Summary, Bank Reconciliation and Earmarked Reserves for April and May 2024
9.	To note payments made in May and to approve payments for June 2024 and estimate transfer of funds
10.	To allocate two Councillors to sign off July 2024 invoices
11.	To note income and expenditure for Month 1 and Month 2
12.	To note the amendments to the existing insurance policy and premium for 2024/25.
13.	To discuss and recommend to Full Council the Complaints Policy
14.	To discuss and recommend to Full Council the approval of the Section 1 – Annual Governance Statement 2023/2024 for the Annual Governance and Accountability Return 2023/2024
15.	To discuss and recommend to Full Council the approval Section 2 – Accounting Statements 2023/2024 for the Annual Governance and Accountability Return 2023/2024
16.	To note update from 20s plenty Campaign
17.	Correspondence Received
18.	Councillor Reports <ol style="list-style-type: none"> 1. Chair 2. Deputy 3. Members

Tara Niblett – Chief Executive Officer
The Old Courthouse, 63 Long Street, Tetbury, Glos GL8 8AA
ceo@tetbury.gov.uk Tel: 01666 504670 Office open to the public 9.30am – 2.30pm Monday to Friday

Website: Tetbury.gov.uk  @TetburyTC

19.	Items for the next Meeting
20.	Date of next meeting – Monday 15 th July 2024, 7pm
21.	CLOSED SESSION – Resolution to exclude the Public and Press
22.	To approve the Confidential Minutes of the Meeting held on Monday 18th March 2024
23.	To discuss and recommend to Full Council the approval of staff working practices
24.	To note staffing matters which have taken place in May 2024

Members are reminded that the Council has a general duty to consider the above matters in the exercise of any of its functions: Equality and Diversity, 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.