

To all Members of the Finance & Scrutiny Committee

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

You are summoned to attend a Meeting of the committee on Monday 22nd January 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
15th January 2024

1.	Apologies for absence
2.	Declarations of Interest
3.	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)
4.	To approve Minutes of the meeting held on Monday 20 th November 2023
5.	To note action points from previous meetings
6.	To note Financial Summary, Bank Reconciliation for November and December 2023
7.	To note and approve payments for January 2024 and estimate transfer of funds
8.	To allocate two Councillors to sign off January 2024 invoices
9.	To discuss top floor flat rent
10.	To discuss recommendations from the Public budget consultation
11.	To discuss and approve the recommendation to Full Council the 2024-25 budget
12.	To discuss and approve the recommendation to Full Council the 2024-25 precept
13.	To allocate Councillors to work alongside Police Museum Curator to carry out a review on the Museum finances
14.	To receive an update on The Old Courthouse Building Review
15.	To discuss and approve the recommendation to Full Council Risk Management Policy
16.	To discuss the Station Car Park Lease
17.	To discuss and recommend to Full Council SLA Agreement between TTC, Men in Sheds and Goods Shed
18.	To discuss and approve to Full Council – How to speak at a Council meeting
19.	To note Internal Auditor Report
20.	To authorise CEO/RFO to sign off Internal Auditor Engagement letter with TTC
21.	Correspondence Received

Tara Niblett – Chief Executive Officer
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22.	Councillor Reports 1. Chair 2. Deputy 3. Members
23.	Items for inclusion at the next Meeting
24.	Date of next meeting – Monday 19 th February 2024, 7pm
25.	CLOSED SESSION – Resolution to exclude the Public and Press
26.	To approve Closed Session minutes of Monday 20th November 2023
27.	To note new National Association of Local Councils (NALC) model contract of employment
28.	To discuss processes and practices for VIC Review

Members are reminded that the Council has a general duty to consider the following 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.