

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 19th February 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
13th February 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 22 nd January 2024
5.	To note action points from previous meetings
6.	To note Financial Summary, Income and Expenditure, Bank Reconciliation for January 2024
7.	To note and approve payments for February 2024 and estimate transfer of funds
8.	To allocate two Councillors to sign off February 2024 invoices
9.	To discuss and approve the recommendation to Full Council Risk Management Policy
10.	To discuss the Station Car Park Lease
11.	To allocate two Councillors to work alongside RFO to review Insurance Policy
12.	To discuss Cotswold District Council offer to lease Chipping Street Car Park Public Conveniences and to forward any recommendations to Full Council
13.	To discuss and approve the recommendations from the Internal Auditors Report
14.	To discuss and approve the recommendation to Full Council 'How to speak at a Council' meeting
15.	Correspondence Received
16.	Councillor Reports <ul style="list-style-type: none"> 1. Chair 2. Deputy 3. Members
17.	Items for inclusion at the next Meeting
18.	Date of next meeting – Monday 18 th March 2024, 7pm
19.	CLOSED SESSION – Resolution to exclude the Public and Press
20.	To approve Closed Session minutes of Monday 22 nd January 2024
21.	To discuss staffing matters
22.	To discuss FOI request and response

Tara Niblett – Chief Executive Officer
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Website: Tetbury.gov.uk  @TetburyTC

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.