

MEMBERSHIP:

Cllr C. Foxall
Cllr R. Harrison
Cllr Stroud (ex-officio)
Cllr V. Lipscombe-Kettel
(ex-officio)



10th May 2023

**FINANCE COMMITTEE MEETING
TO BE HELD TUESDAY 16th May 2023**

I hereby give notice that the Meeting of the Finance Committee will be held at **7.15pm** on Tuesday 18th April 2023 in the Barker Room, Fairford Community Centre.

All Members of the Finance Committee are hereby summoned to attend for the purpose of transacting the following business. The public and press are cordially invited to attend.

A Hawthorne

TOWN CLERK

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| F01 | 23/24 | To elect a Chairperson |
| F02 | 23/24 | To consider and accept apologies for absence |
| F03 | 23/24 | Declarations of Interest in Items on the Agenda |
| F04 | 23/24 | To approve the Minutes of the Finance Committee meeting held on 21 st February 2023 |
| F05 | 23/24 | Clerk's and Chairman's Report |
| F06 | 23/24 | To agree to adjourn the meeting for Public Participation, if members of the public are present – there is a 5-minute time limit. |
| F07 | 23/24 | To agree to reconvene the meeting following Public Participation (if applicable). |
| F08 | 23/24 | To receive end of year figures |
| F09 | 23/24 | To consider Internal Auditors report and agree any actions that might be required. |
| F10 | 23/24 | To consider and agree appointment of Internal Auditor for 2023/24 audit |
| F11 | 23/24 | To consider and agree to submit AGAR to external auditor |
| F12 | 23/24 | To consider and agree explanation of variances for submission to external auditor. |

- F13** **23/24** **To review and agree any changes to banking, with special consideration to high balances**
- F14** **23/24** **To review direct debit mandates**
- F15** **23/24** **To consider and agree payment of second invoice for Skatepark construction (35k)**
- F16** **23/24** **To consider and agree change of accounts software – 1st yr charge £1139.**
- F17** **23/24** **To consider and agree a small budget in order to recognise and thank those who have given their time towards the Neighbourhood Plan project, in particular Steering Group and former Steering Group members**
- F18** **23/24** **Other matters the Chair considers urgent.**
- F19** **23/24** **Date of next meeting tba**

These are the Agenda items as of 11th May 2023



Vanessa Lawrence
TOWN CLERK