



Stow-on-the-Wold Town Council

Stow Youth Centre, Fosseyway, Stow-on-the-Wold, GL54 1DW
Email: info@stowonthewold-tc.gov.uk Tel: 01451 832 585

Clerk & RFO - Heather Siphthorp

You are hereby summoned to a Meeting of the **FINANCE & GENERAL PURPOSES COMMITTEE** to be held at the above address on **TUESDAY 17TH OCTOBER 2017** at **7.00 pm** for the purposes of transacting the following business

Heather Siphthorp
Clerk & RFO of the Council

Dated: 11th October 2017

A G E N D A

Public participation*

1. Apologies for absence
2. Declarations of interests on items on the Agenda
3. Minutes – to sign as a correct record the minutes of meeting held on 11th July 2017
4. Clerk's report and matters arising from minutes of above meeting
5. Chairman's announcements
6. To approve bank reconciliation to 30th September 2017
7. To view revised draft of council policy on awarding grants (Cllr Curtis)
8. Quarterly internal checks on finance controls & systems
9. Review of budget against actual income/expenditure to 30th September 2017
10. Preparation of draft budget for new financial year effective 1st April 2018
11. 3 year strategic plan
12. To consider letter from Centre 67 asking for a rent increase from £10,000 to £11,000 from 1st April 2018
13. To consider grant applications from Stow Motor Show 2018 Committee & RAFA, North Cotswold Branch and recommendations to council
14. Photocopier policy
15. To review all of council policy documents including risk assessments
16. To review council committee Terms of Reference
17. Zurich insurance policy schedule in relation to value of assets & key personnel cover
18. Any other business & any items to be discussed at the next meeting
19. Date of Next Meeting – To be discussed
20. Meeting Closed

***Public participation** (up to 15 minutes) – If you wish to speak about any concerns you wish to draw to the Council's attention, you may speak for up to 3 minutes, when directed to do so by the Chairman.

Rules dictate that members of the public may not take part in the Town Council Meeting unless invited to do so by the Chairman and that Councillors can only make decisions on items included on the Agenda.