



## Stow-on-the-Wold Town Council

Stow Youth Centre, Fosseway, Stow-on-the-Wold, GL54 1DW  
Email: [info@stowonthewold-tc.gov.uk](mailto: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 31ST OCTOBER 2017** at **7.00 pm** for the purposes of transacting the following business

Heather Siphthorp  
Clerk & RFO of the Council

**Dated:** 25<sup>th</sup> 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 11<sup>th</sup> July 2017
4. Clerk's report and matters arising from minutes of above meeting
5. Chairman's announcements
6. To view revised draft of council policy on awarding grants (Cllr Curtis)
7. Quarterly internal checks on finance controls & systems
8. Progress on preparation of draft budget for new financial year effective 1<sup>st</sup> April 2018
9. 3 year strategic plan
10. To consider letter from Centre 67 asking for a rent increase from £10,000 to £11,000 from 1<sup>st</sup> April 2018
11. To consider grant applications from Stow Motor Show 2018 Committee & RAFA, North Cotswold Branch and recommendations to council
12. Photocopier policy
13. To review all of council policy documents including risk assessments
14. To review council committee Terms of Reference
15. Review of council Standing Orders and Financial Regulations
16. Zurich insurance policy schedule in relation to value of assets & key personnel cover
17. Any other business & any items to be discussed at the next meeting
18. Date of Next Meeting – To be discussed
19. 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.