

Bourton-on-the-Water Parish Council
Council Office, The George Moore Community Centre,
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To the Finance & Governance Committee,

You are hereby summoned to attend a meeting to be held at **7pm on Thursday 19th October 2023** in the Windrush Room at The George Moore Community Centre for the purposes of transacting the following business.

Papers for the meeting can be viewed here [Papers](#)

Sharon Henley

Mrs Sharon Henley
Clerk/RFO

12th October 2023

AGENDA

- 1) Apologies for absence.
- 2) To note change of committee name, as per updated Scheme of Delegation May 2023.
- 3) To note the July meeting was cancelled.
- 4) Declarations of Interest.
- 5) Approval of draft minutes of the Finance & General Purposes Committee held on 27th April 2023.
- 6) Public Session: Opportunity for the public to speak on matters on the agenda (maximum of 3 minutes per person).
- 7) Matters Arising.
- 8) Financial Reports: To note the Financial Report, Summary Report, Bank Reconciliation & VAT return.
 - a) Q1 Reports Apr-June (Papers 1a, b, c & d).
 - b) Q2 Reports July-Sept (Papers 2a, b, c & d)
 - c) To agree any budget adjustments or virements required.
- 9) Earmarked Reserves (Paper 3): To review current report and agree further actions.
- 10) Quarterly Internal Checks:
 - a) Q1 (Apr-June) (Paper 4): To review completed checks and agree any further actions required.
 - b) To agree arrangements for Q2 checks (Jul-Sept 23).
- 11) Investments:
 - a) Redwood Bank (Paper 5): To note end of one year bond term and agree further actions.
 - b) To review bank balances and agree any transfers between accounts required (Paper 2c).
- 12) Draft Budget 2024-25 (Paper 6): To review progress to date and agree further actions.
- 13) Date of Next Meeting – 7pm on Thursday 25th January 2024 in the Windrush Room, The George Moore Community Centre.