

Bourton-on-the-Water Parish Council
Council Office, The George Moore Community Centre,
Moore Road, Bourton-on-the-Water, Glos. GL54 2AZ
Tel: 01451 820712
Email: clerk@bourtononthewater-pc.gov.uk

To the Finance & General Purposes Committee,

You are hereby summoned to attend a meeting to be held at **7pm on Thursday 26th January 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

19th January 2023

AGENDA

- 1) Apologies for absence.
- 2) Declarations of Interest.
- 3) Approval of draft minutes of the Finance & General Purposes Committee held on 3rd November 2022.
- 4) Public Session: Opportunity for the public to speak on matters on the agenda (maximum of 3 minutes per person).
- 5) Matters Arising
- 6) Financial Reports: (Papers 1a, b & c)
 - a) To note the Financial Report, Summary of Receipts and Payments and Bank Reconciliation (as approved at the January Council meeting)
 - b) To agree any budget adjustments or virements required.
- 7) Earmarked Reserves (Paper 1d): To review current report.
- 8) Quarterly Internal Checks: To review completed reports and agree any further actions required:
 - a) Q2 (Jul-Sept 2022) (Paper 2a) by Cllrs Davis and Hicks.
 - b) Q3 (Oct-Dec 2022) (Paper 2b) by Cllrs Coventry and Roberts.
 - c) To agree arrangements for Q4 checks (Jan-Mar 23).
- 9) Financial Regulations:
 - a) To review the updated draft document and agree any recommendations for full Council. (Paper 3).
 - b) To note requirements in clause 2.2 for checking of bank reconciliations against bank statement and agree further actions.
 - c) To note arrangements outlined in clause 3.2 for consideration of budget by F&GP Committee and agree future arrangements.
- 10) Date of Next Meeting – 7pm on Thursday 27th April 2023 in the Windrush Room, The George Moore Community Centre.