



# Sodbury Town Council

20<sup>th</sup> September 2022

You are hereby summoned to attend a meeting of **Finance & General Purposes Committee** to be held in **The Old Reading Rooms, 26 High Street, Chipping Sodbury** on **Tuesday 27<sup>th</sup> September 2022** at **19.30** for the purpose of transacting business as prescribed in the Agenda below.

**Committee Members:** Councillors: Brenda Allen, James Ball, Linda Banister, Chris Hays, Becky Romaine, Phil Rumney, Steve Spooner & Andy Williams

Cate Davidson  
Town Clerk

Members are reminded that the Council has a general duty to consider the following matters in the exercise any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights. The Council must also have regard to the need to conserve biodiversity.

## Agenda

**133. Apologies**

**134. Declarations of Interest**

**135. Minutes of 19<sup>th</sup> July 2022**

- To receive and approve the minutes for signing by the Chairman

**136. Matters Arising**

**137. Budget Report to 31<sup>st</sup> August 2022**

- To receive and approve the income and expenditure reports to 31<sup>st</sup> August 2022
- To note verbal report from the Clerk

**138. Bank Reconciliations & Statements**

- To receive and note the Bank Statements and Reconciliations to 31<sup>st</sup> August 2022 (to be circulated at the meeting)

**139. Policy Approval**

- To review and approve the following documents:
  - Standing Orders
  - Financial Regulations
  - Terms of Reference
  - Risk Assessment – Financial
  - Risk Assessment – General

**140. Grant Applications**

- To receive and consider applications as per attached schedule

**141. Personnel Matters**

- To receive a verbal report from the Chairman following a Personnel meeting prior to this
- To make decisions relating to Personnel matters

**142. Items to report**

**143. Date of next meeting – 22<sup>nd</sup> November 2022**