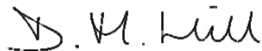


**TEWKESBURY TOWN COUNCIL  
FINANCE COMMITTEE  
THURSDAY 1<sup>ST</sup> NOVEMBER 2018**

**To: Members of Finance Committee:** Councillors C Danter (Chairman), T Walker (Deputy Mayor), P Aldridge, K Brennan, J Raywood and S Raywood

You are summoned to attend a meeting of the Finance Committee which will be held in the Mayor's Parlour, Town Hall, High Street, Tewkesbury, on **Thursday 1<sup>st</sup> November 2018 commencing at 6.00pm.**

**Members of the public and press are welcome to attend.**



Debbie Hill  
Town Clerk  
27<sup>th</sup> October 2018

**AGENDA**

1. To receive apologies
2. To receive declarations of Interests
3. To receive dispensations
4. To approve the minutes of the Finance Committee meeting held on 27<sup>th</sup> September 2018
5. Matters arising from the minutes – for information only
  - i. Proposal of costs relating to the civic calendar of events
  - ii. Update on professional budget in relation to the Staffing Committee
6. To review the Finance Risk Register
7. To review bank reconciliations for September 2018
8. To review aged debtors and creditors reports
9. To review payments & receipts reports for September 2018
10. To review budget reports
11. To agree the renewal of the Scribe Accounts Software from 1st November 2018 for one year
12. To receive an update on the External Audit
13. To review the earmarked reserves report
14. To receive feedback from the Internal Control checks undertaken in July 2018
15. To consider and agree grant applications from outside bodies

- 16.** To review the progress made at the recent strategic planning working group and agree the next steps
- 17.** To review the budgeted spending/underspending of the Finance Committee
- 18.** To discuss the formation of an Events & Community sub-committee/working group and the allocation of budget for this group
- 19.** To consider an amendment to the agreed budget to vire up to £2,500 for an upgrade to the Town Council website under the Finance Committee
- 20.** To note the progress in preparing draft committee budgets for Financial Years 2019/20, 2020/21 and 2021/22
- 21.** To discuss and agree on a draft committee budget for Financial Year 2019/20 and to consider the budget requirements for 2020/21 and 2021/22
- 22.** To approve the payments report