


**TEWKESBURY TOWN COUNCIL  
FINANCE COMMITTEE  
THURSDAY 26<sup>TH</sup> JUNE 2025**

**To: Members of Finance Committee:** Councillors A Hayes (Chair), E Ash, P Brookes, C Danter, J Jones, K Moran, J Raywood, S Raywood and M Sztymiak

You are summoned to attend a meeting of the Finance Committee which will be held in the Town Hall, High Street, Tewkesbury, on **Monday 26<sup>th</sup> June 2025 commencing at 5.00pm**

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



Debbie Hill, Town Clerk  
21<sup>st</sup> June 2025

**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 9<sup>th</sup> June 2025
5. Matters arising from the minutes of 9<sup>th</sup> June – for information only
6. To receive correspondence relating to the Finance Committee
7. Public Participation *(to provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration. In accordance with Standing Orders this will not exceed 12 minutes in total and 3 minutes per person.)*
8. To agree the Council's insurance cover effective from 1<sup>st</sup> July 2025 and long term agreement if applicable

**MINUTES of  
the  
Finance Committee meeting held on 9<sup>th</sup> June 2025 at 6:00PM in the Town Hall,  
Tewkesbury**

**Present:** Cllrs E Ash (Chair), P Brookes, C Danter, J Jones, K Moran, J Raywood, S Raywood,

**In attendance:** D Hill (Town Clerk)

- F.25.001 To receive apologies**  
Cllrs A Hayes, M Sztymiak
- F.25.002 To receive declarations of interest**  
None.
- F.25.003 To receive dispensations**  
None.
- F.25.004 To approve the minutes of the Finance Committee meeting held on 28<sup>th</sup> April 2025**  
It was RESOLVED to approve the minutes of the Finance Committee meeting held on 28<sup>th</sup> April 2025. Proposed by Cllr Brookes, seconded by Cllr Danter.
- F.25.005 Matters arising from the minutes of 28<sup>th</sup> April – for information only**  
**24.092 Alarm battery replacement at 64 BS** – job sheet to be circulated to committee members – carried forward.  
**24.106 Review of budget title ‘Youth Budget’** – passed to E&A committee for consideration – complete.  
**24.113 Breakdown of proposed grant expenditure on tools** – Town Clerk has received breakdown (copy available to members at the meeting) and accordingly the grant amount of £630 has been paid – complete.
- F.25.006 To receive correspondence relating to the Finance Committee**  
None. The Town Clerk advised that the internal audit is now complete and will be reviewed at the next Finance Committee meeting.
- F.25.007 Public Participation**  
None
- F.25.008 To review the financial reports and bank reconciliations of the Town Council for April 2025**  
The financial reports and bank reconciliations were reviewed.
- F.25.009 To review the payments report for April 2025**  
The payments report was reviewed.
- F.25.010 To review the Balance Sheet and Income & Expenditure Account for the financial year ended 31<sup>st</sup> March 2025**  
The Balance Sheet and Income & Expenditure Account were reviewed.
- F.25.011 To review the Accounting Statement for Financial Year 2024/25**

The Accounting Statement was reviewed.

**F.25.012      To retrospectively approve vires and earmarked reserves movements relating to Tewkesbury Live**

It was RESOLVED to approve the following:

140 1120 TL Grants Received £2,946 to be vired to 110 4000 Staff Salary

140 4370 TL Expenditure £440 to be vired to 140 4390 Grant Expenditure

140 1120 TL Grants Received £9,456 to EMR362 Tewkes Live Music Fest

140 TL £12,319 to EMR362 Tewkes Live Music Fest

Proposed by Cllr J Raywood, seconded by Cllr Brookes.

**F.25.013      To agree to release EMR 362 Tewkesbury Live to 140 4370 Tewkesbury Live Expenditure**

It was RESOLVED to release EMR 362 Tewkesbury Live. Proposed by Cllr S Raywood, seconded by Cllr J Raywood.

**F.25.014      To review and agree level of investment in 32-day notice account**

The level of investment was reviewed. It was RESOLVED to transfer £200,000 into the 32-day notice account. Proposed by Cllr Dater, seconded by Cllr Brookes.

**F.25.015      To consider and agree grant applications from outside bodies**  
None.

There being no further business the meeting closed at 18:46

Signature of Chairman upon approval of the minutes ..... 26<sup>th</sup> June 2025