



The Parish Centre, 50 Gerald's Way,  
Chalford, Stroud, Gloucestershire GL6 8FJ

**COUNCILLORS ARE SUMMONED TO A FINANCE AND MANAGEMENT COMMITTEE MEETING AT  
2pm ON TUESDAY 11<sup>th</sup> JUNE 2024 AT THE PARISH CENTRE**

**AGENDA**

- 1. To receive apologies for absence**
- 2. To elect a Vice Chair**
- 3. To hear statements or submission from members of the public**
- 4. To receive Declarations of Interest in items on the agenda**
- 5. To approve the minutes of the meeting held on 21<sup>st</sup> May 2024**
- 6. To carry out a review of the current Working Groups and Representatives**
- 7. To receive the RFO report**
- 8. To note previous month's banking**
  - a. authorised Bank Reconciliation and Petty Cash for May
  - b. authorised bank payments
  - c. current position of Receipts & Payments Forecast for June, Receipts and Payments compared with Flexed Budget for May and Reserves Balance.
  - d. Bank Account as at 31st May 2024
- 9. To agree and approve the Financial Regulations**
- 10. To agree changes and approve the Standing Orders**
- 11. Bussage Pleasure Ground Project - to consider the Working Group's Request to proceed**
- 12. To approve the recommendation of updating staff contracts following Internal Audit Report.**
- 13. To approve the policies - Code of Conduct**
- 14. To consider any Correspondence**
- 15. To note any items for information or referral only**

*L Sellars*

**Signed – Responsible Financial Officer**

**NOTE: Please query/ask questions of me prior to the meeting to enable answers to be given at the meeting. Thanks**

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