



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 13th JANUARY 2026 AT THE PARISH CENTRE**

**AGENDA**

- 1. To receive apologies for absence**
- 2. To hear statements or submission from members of the public**
- 3. To receive Declarations of Interest in items on the agenda**
- 4. To approve the minutes of the meeting held on 9th December 2025**
- 5. Election of Chair**
- 6. To receive the RFO report**
- 7. Health & Safety**
- 8. To approve and resolve previous month's banking**
  - a. To approve and resolve authorised Bank Reconciliations and Petty Cash for December and January
  - b. To ratify authorised bank payments to 31<sup>st</sup> December and 31<sup>st</sup> January 2026
  - c. To ratify Income Received to 31<sup>st</sup> December and 31<sup>st</sup> January 2026
  - d. To approve and resolve current position of Receipts and Payments Forecast for February
  - e. Receipts and Payments compared with Flexed Budget for January 2026 and Reserves Balance
  - f. To approve and resolve Bank Account as at 31<sup>st</sup> December and 31<sup>st</sup> January 2026
- 9. Review of Risk Register**
- 10. Review of Cash Handling Procedure**
- 11. Approval of Toggletech Contract**
- 12. Approval for Lloyds Business Banking App**
- 13. Training – New Councillor Toolkit/Better Councillor/Data Protection and FOI/Training Register**
- 14. Consider the Independent Remuneration Report and decide how to proceed**
- 15. To Approve Small Grant Awards**
- 16. To approved Recruitment for Assistant Groundsman**

**17.To consider any Correspondence**

**18.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**