



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

**THERE WILL BE A MEETING OF THE FINANCE AND MANAGEMENT COMMITTEE ON
TUESDAY, 21 FEBRUARY 2017 AT THE PARISH CENTRE, GERALD'S WAY, CHALFORD,
COMMENCING AT 2.00 P.M.**

AGENDA

1. To receive apologies for absence.
2. To hear statements or submission from member of the public (15 mins).
3. To receive Declarations of Interest in items on the agenda.
4. To approve the Minutes of the meeting held on 21 November 2017.
5. To receive the RFO's report.
6. To receive any Referrals from the Parish Council.
7. To consider any Correspondence.

8. Spending Budget/reserves –
 - a. Review of the current figures.
 - b. Agree how to proceed re potential over budget.
(see RFO note)

9. To consider the 2016/17 grant applications and make recommendations.
(Please read applications prior to meeting – details in Parish Centre.)

10. To consider Peter Newman, Internal Auditor's report – attached.

11. Internal Internal Auditor – to agree who will carry out this role. Volunteer please!

12. To agree audit time table – *attached*.

13. To approve any items of expenditure.
 - a. the replacement of two office chairs – total £256 and one filing cabinet £193 – Total £449 to come from Capital Equipment Replacement earmarked reserve.
 - b. Tree work in Frithwood and France Lynch P.G. – £3,575 - funds to come from Tree Special Projects earmarked reserve.
 - c. FYC – transfer of custodian trusteeship from Ambition to CIO - £5,400 (£4,500 plus VAT). Funds to come from Community Youth Services.
 - d. Fence behind Tesco – to agree to take funding from General Reserves.

14. To authorise and sign cheques.

15. To note any items for information or referral only. (Please advise the Clerk of any subject you wish to bring up under this agenda point.)

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Signed – Clerk to the Council

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

T: 01453 887204

E: info@chalford-glos.gov.uk

W: www.chalford-pc.gov.uk

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