



27th June 2025

An ORDINARY MEETING of the **FINANCE & GOVERNANCE COMMITTEE** will be held on **Thursday 10th July 2025 at 7pm** at the Bickeridge Centre and the following business will be transacted.

All Committee Members are summoned to attend.

Kind Regards

L Squire

Linda Squire

Clerk/CEO & RFO to the Parish Council

AGENDA

1 ELECTION OF CHAIR

MOTION: That the Committee elect a Chair for the coming year

2 ELECTION OF VICE-CHAIR

MOTION: That the Committee elect a Vice-Chair for the coming year

3 APOLOGIES FOR ABSENCE

MOTION: To note apologies for absence.

4 DECLARATIONS OF INTEREST and DISPENSATIONS

With reference to items on the agenda Members are reminded of their responsibility to declare interests and to update their Register of Interests as required, and request any dispensations, under the Localism Act 2011.

5 MINUTES OF THE PREVIOUS MEETING (15th May 2025)

MOTION: Committee to approve and sign the minutes of the previous meeting.

6 OPEN MEETING

Public participation: Members of the public will be invited to speak and/or question the Committee on issues relating to this agenda or raise issues for future consideration. The period of time designated for public participation at a meeting in accordance with the Council's Standing Orders shall not exceed 15 minutes, max. 3 minutes per person, and will be under the direction of the chairman of the meeting.

7 PAYMENTS FOR APPROVAL

MOTION: Committee to consider and decide on approval of any invoices received after the agenda has been issued

MOTION: Committee to nominate 2 councillors to authorise the payments through the bank

8 CASH BOOK FINANCIALS & BANK RECONCILIATIONS

MOTION: Committee to note the Financial Reports as at 30/04/2025

MOTION: Committee to note the Bank Statements at 30/04/2025.

MOTION: Committee to note the Financial Reports as at 31/05/2025

MOTION: Committee to note the Bank Statements at 31/05/2025

9 COMMUNITY INFRASTRUCTURE LEVY NEIGHBOURHOOD PORTION

MOTION: Committee to note the Community Infrastructure Levy Neighbourhood portion received for 2024/25 and approve this to be transferred to an ear marked reserve

10 EAR MARKED RESERVES

MOTION: Committee to consider the end of year 2024-5 financial year Earmarked reserves and decide if any transfers are required.

11 GRANTS

MOTION: Committee to consider and decide whether to approve the following grant application received from the Frampton Cotterell Rugby Football Club.

12 NATIONWIDE BUSINESS SAVINGS ACCOUNT INFORMATION

MOTION: Committee to note the update for the Nationwide Business Savings account.

13 ENERGY AUDIT- KITCHEN REFURBISHMENT

MOTION: Committee to consider the quotations received for the kitchen refurbishment and storage solution and decide on the successful contractor.

14 FINANCE ACCOUNTS SOFTWARE TRAINING

MOTION: Committee to note and approve the Finance accounts software training

15 CONSIDERATION OF COSTS TO COMMISSION A STRUCTURAL ENGINEER

MOTION: Committee to consider the costs for commissioning a structural engineer and approve the successful contractor.

16 FINANCIAL RISK REGISTERS

MOTION: Committee to note and decide whether to approve the financial risk registers.

17 OLD IT EQUIPMENT

MOTION: Committee to consider the request received relating to the old IT equipment.

18 VIREMENT

MOTION: Committee to approve the virement of the water compliance budget from the Bockeridge Centre (401/4124) to Beesmoor Road (306/4124) to reflect the water fountain being relocated

19 ALLOTMENT INSPECTION UPDATE

MOTION: Committee to note the update on the Allotment inspections.

20 UPDATE ON TENNIS COURT BOOKINGS AND INCOME

MOTION: Committee to note the tennis court bookings to date, annual memberships subscriptions and income.

21 TERMS OF REFERENCE

MOTION: Committee to consider and decide whether to approve any revisions to the Committee's terms of reference

22 DATE OF NEXT MEETING

MOTION: Committee to note that the date of the next meeting is 11th September 2025

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