

Bourton-on-the-Water Parish Council
Council Office, The George Moore Community Centre,
Moore Road, Bourton-on-the-Water, Glos. GL54 2AZ
Tel: 01451 820712
Email: clerk@bourtononthewater-pc.gov.uk

To the Finance & Governance Committee,

You are hereby summoned to attend a meeting to be held at **7pm on Thursday 18th July 2024** in the Windrush Room at The George Moore Community Centre for the purposes of transacting the following business.

Papers for the meeting can be viewed here [Papers](#)

Sharon Henley

Mrs Sharon Henley
Clerk/RFO

11th July 2024

AGENDA

Public Session: Opportunity for the public to speak on matters on the agenda (maximum of 3 minutes per person).

- 1) Apologies for absence.
- 2) Declarations of Interest.
- 3) Approval of draft minutes
 - a) Finance & Governance Committee held on 18th April 2024.
 - b) Extraordinary Meeting of the Finance & Governance Committee held on 12th June 2024.
- 4) Matters Arising:
 - a) Credit limit for Lloyds Bank Multipay cards.
 - b) Unity Trust bulk payments system.
- 5) Financial Reports: To review and approve the following Q1 Financial Reports April-June 2024 and agree any virements required.
 - a) Summary Report (Paper 1a)
 - b) Detailed Cost Centre Report (Paper 1b)
 - c) Reserves Report (Paper 1c)
- 6) Quarterly Internal Checks:
 - a) Q4 (Jan-Mar 2024) (Paper 2): To review completed checks and agree any further actions required.
 - b) To agree arrangements for Q1 checks (April-June 2024).
- 7) Date of Next Meeting:
 - a) Extraordinary Finance & Governance Meeting to review policies at 7.30pm on Monday 12th August 2024 in the Windrush Room
 - b) Quarterly Finance & Governance Meeting at 7pm on Thursday 17th October 2024 in the Salmonsbury Room, The George Moore Community Centre.