

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 17th October 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 October 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 July 2024.
 - b) Extraordinary Meeting of the Finance & Governance Committee held on 12th August 2024.
- 4) Matters Arising:
 - a) Unity Trust bulk payments system.
 - b) GMCC earmarked reserve for equipment requiring replacement.
- 5) Financial Reports: To review and approve the following Q2 Financial Reports July-September 2024 and agree any virements required.
 - a) Summary Report (Paper 1a)
 - b) Detailed Cost Centre Report (Paper 1b)
 - c) Reserves Report (Paper 1c)
 - d) Q2 VAT Return (Paper 1d)
- 6) Quarterly Internal Checks:
 - a) Q1 (Apr-Jun 2024) (Paper 2): To review completed checks and agree any further actions required.
 - b) To agree arrangements for Q2 checks (Jul-Sept 2024).
- 7) Community Infrastructure Levy (CIL) (Papers 3a, b & c): To note recent receipt and agree recommendations for full Council on use of funds.
- 8) Precept: To note receipt of second instalment.
- 9) Unity Trust Instant Access Savings Account: To note reduction of interest rate.
- 10) Earmarked Reserve for VE Day 2025: To approve request from the Clerk/RFO to set up a new earmarked reserve for £100 received.
- 11) Budget and Precept 2025-26:
 - a) To agree arrangements and meeting dates to review draft recommendations from committees.
 - b) To ratify decision from IT & Data Committee 7th Oct 2024 item 8b to create a separate Cost Centre on Scribe for IT & Data Cost Codes for 2025-26.
- 12) Public Works Loan Board Loan to fund coach parking at the Cotswold School following item 24/179(2) full Council meeting in October (Paper 4): To consider advice from GAPTC and make recommendations to full Council.
- 13) Date of Next Meeting: 7pm on Thursday 30th January 2024 in the Community Cafe, The George Moore Community Centre.