

# THORNBURY TOWN COUNCIL

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Town Hall  
35 High Street  
Thornbury  
Bristol BS352AR

Town Clerk: Louise Powell

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**MEETING OF:** Finance & Policy Committee  
**TO BE HELD ON:** Tuesday 28<sup>th</sup> September 2021  
**COMMENCING AT:** 7.30 pm at the Council Chamber, Town Hall

*Please note that this meeting is open to the public, who are welcome to attend.  
Public participation will be taken at the beginning of the meeting and/or at the calling of an agenda item at the discretion of the Chairman.*

## AGENDA

1. To receive any apologies for absence
2. To receive any members declarations of interest
3. To receive any representations from the public
4. To approve the minutes and discuss matters arising from the Finance & Policy meeting of 20.07.21.
5. To receive a presentation and request from Thornbury Football Club
6. To note decisions made out of meeting (List attached)
7. To receive the following reports from Sub-Committees
  - Youth Sub Committee- held on 15.07.21
  - Property Management and compliance- held on 31.08.21
8. To consider the following financial matters:
  - a) To approve the Accounts for Payment (to be tabled)
  - b) To receive and discuss the income and expenditure report and financial report for August 2021 (attached)
  - c) To receive and approve the bank reconciliation for August 2021 (attached)
  - d) To review the Council's Financial Regulations and system of internal control (financial regulations and paper on systems attached)
9. To review progress against the Council's internal audit report (audit report and update against actions attached)
10. To receive a report from Councillors on meetings attended on behalf of the Council.
11. To consider adoption of the following draft policies:
  - a) Draft training and development policy
  - b) Draft risk management policy
12. To consider and agree any communications to be issued from the Committee

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13. *To resolve under the Public Bodies (Admission to Meetings) Act 1960, that the public and press be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
14. To consider the following quotations:
- a) Quotations for changing lights to LED in parts of Town Hall
  - b) Quotation for an extra CCTV camera

Signed: 

Louise Powell  
Town Clerk

## BACKGROUND PAPERS

The following are circulated with or have been previously circulated and form part of this agenda: -

- (a) Report of meeting of Committee of 20.07.2021
- (b) Request from Thornbury Town Football Club
- (c) List of decisions made out of meeting with Chair and Vice Chair of F&P
- (d) Report of the Youth Sub Committee on 15.07.21
- (e) Report of the Property management and Compliance Sub Committee on 31.08.21
- (f) Accounts for Payment (to be tabled)
- (g) Income and expenditure report for August
- (h) Financial report for August
- (i) Bank Reconciliation report for August
- (j) Financial regulations and systems of internal control
- (k) Internal audit report and updated report with comments on actions
- (l) Draft training and development policy
- (m) Draft risk management policy