



Box Parish Council

27th May 2026

Dear Councillor,

FINANCE & GOVERNANCE COMMITTEE – Monday 1st JUNE 2026

Dear Councillor,

You are summoned to attend a meeting of the **Finance and Governance Committee** to be held at the **Parish Office, Box** on **Monday 1st June 2026** commencing at **7pm**.

Please give apologies to the Committee Chairman or Clerk prior to the Meeting

Members of the public are welcome to attend the meeting.

Steve Vickery

Steve Vickery, Clerk

AGENDA

2. **Apologies.** To receive any apologies (and acceptance) for absence.
3. **Public Question Time.**
4. **Declarations** of interest relating to items on the Agenda.
5. **Previous Minutes.** To receive the Minutes of the previous **Finance and Governance Committee** held on 2nd February 2026, update on issues and to consider any matters arising from the Minutes.
 - a. **The Emergency / Resilience Plan.** To note the requirement for councillors to now assist the Clerk by contacting 'would be' parishioners on the call out list.
 - b. **Selwyn Hall wall.** To note the ongoing action to monitor the Hall wall.
6. **Financial Matters.** To consider the Clerk's report:
 - a. Post Full Council approval of the Annual Governance Statement and Accounting Statements – a deeper examination.
 - b. Summary of Income and Expenditure.
 - c. Statement of Balances.
 - d. Approval of regular DD and SOs.
 - e. Quarterly Reconciliation (to include bank and investments) – councillor nominee (April, May and June).
 - f. General Reserves and Ear Marked Reserves. To approve the levels of Reserves.
 - g. To review the insurance arrangements and the Asset Register.
 - h. To review banking arrangements with Lloyds and BACS 'dual authorisation'.
 - i. Grant applications to consider. (see table). See Policy.
 - j. Current investment funds. To review the proposal to move funds from the two building societies to the CCLA.
7. **Legal Matters.** To note that the solicitor has been contacted re the Jubilee Centre relationship and whether the Pavilion registration should be in the name of the Council or the Charity.
8. **Review of Policies**

- a. Grants Policy.
- b. Risk Management Policy.

9. Items for Discussion.

- a. Civility and Respect Code – WALC document for councils.
- b. Finance & Governance – revised TORs.
- c. Website update. This will be the focus from mid June onwards.
- d. Battery Tools procurement / replacements for Grounds team – see proposal.

10. Correspondence. To receive any urgent correspondence.

- a. Community Payback have requested a donation (funds or equipment).
- b. Cotswold Wardens have requested a donation.

11. Forward Plan. To review and to note the latest Forward Plan.

12. Future Agenda and General reports. Items of report and future Agenda item.

13. Date of next meeting – as above, 7pm on Tuesday 1st September 2026.