



FILTON TOWN COUNCIL

**Members are hereby summoned to a meeting of the
Finance & Scrutiny Committee
to be held on Tuesday 10th June 2025 at 7.00pm at Filton Town Council
Conference Room.**

5th June 2025

Simon Davies
Town Clerk & RFO

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AGENDA

1. **Evacuation Procedures**
2. **Election of Chair of Finance & Scrutiny Committee**
3. **Election of Vice Chair of Finance & Scrutiny Committee**
4. **Apologies for Absence from Members of the Committee**
5. **Declarations of Interest**
 - a. To receive declarations of interest from Councillors on items on the agenda.
 - b. To receive written requests for dispensations for disclosable pecuniary interests (if any)
 - c. To grant any requests for dispensation as appropriate
6. **Exclusion of the Press and Public (RESOLVE)**

To agree any items to be dealt with after the Press and Public has been excluded from the meeting within the requirements of the Public Bodies (Admission of Meetings Act) as amended 1960, in order that confidential items can be discussed. If a decision is made to exclude, this should be by resolution. Filton Town council Standing Orders 3 (d).
7. **To approve the minutes of the Finance & Scrutiny meeting held on 5th May 2025 (RESOLVE)**
8. **Matters of report arising from the minutes not otherwise covered by the Agenda**
9. **Budget review and discussion (NOTE)**

The Committee to review an amended budget for this financial year and make recommendations to Full Council if required.
10. **Internal Audit 2024-25 update on progress against recommendations**

To action points raised within the interim Internal Audit and tracker

 - 10.1 Internal audit tracker (NOTE)
 - 10.2 Treasury Management Strategy (ANNEX A1) (RESOLVE)
 - 10.3 Asset Register (ANNEX A2) (RESOLVE)
 - 10.4 Retrospective approvals for prior year (ANNEX A3) (RESOLVE)

11. External Audit 2024-25 (NOTE)

To receive an update on the External Audit 2025 and make recommendations to Full Council if required.

11.1 Financial Statements 2024/25 (ANNEX B1)

11.2 Annual Governance & Accountability Return (ANNEX B2)

12. Policies & Procedures not covered elsewhere on the agenda (RESOLVE):

12.1 Mayoral Expenses Policy (ANNEX C1)

12.2 Risk Management Strategy, Procedures & Risk Register (ANNEX C2)

12.3 Complaints Policy & Procedure (ANNEX C3)

12.4 Data Protection & Freedom of Information (ANNEX C4)

13. Future Tenders Update (NOTE)

13.1 Accountancy

13.2 IT provision

13.3 Leisure Centre Consultant

13.4 Long Term leisure provision

14. Account Signatories

To nominate and approve, signatories to the following accounts held by the Council (ANNEX D) (RESOLVE)

14.1. Unity Bank

14.2. Natwest (2 accounts)

14.3. CCLA Investments

15. Date of next Meeting

To note the date of the next meeting on 8th July 2025 at 7PM.

Circulation List - Members	
Cllr Tom Mewies - Mayor	Cllr Dan Harris
Cllr Brian Mead	Cllr Ben Dewfall
Cllr Dan Boardman	
Cllr Sue Milestone	Town Clerk
Cllr John Baverstock	Locum Clerk
Cllr Alan Bird	

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