



**A MEETING OF ALCESTER TOWN COUNCIL  
FINANCE & GENERAL PURPOSES COMMITTEE IS TO BE HELD AT  
7 pm ON TUESDAY 27<sup>th</sup> MAY 2025  
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

**Present**

The Town Clerk to record attendance

**PUBLIC PARTICIPATION**

Public participation is allowed at the discretion of the Mayor on items on the agenda but is limited to three minutes per person.

**A G E N D A (Standing Orders apply)**

**1. Apologies**

Clerk to report on any apologies received

**2. Declarations of Interest**

To receive any Declarations of Interest on items on the agenda

*Members are reminded that, unless they have been granted a dispensation, if they have a Disclosable Pecuniary Interest as defined in the Council's Code of Conduct they may not participate in any discussion of or vote on the matter and must also leave the room for the duration of the matter.*

**3. Minutes of Previous Meetings**

The minutes of the previous meeting were signed at Full Council.

**4. Matters arising (not otherwise dealt with on the Agenda)**

To consider matters arising from the previous Minutes.

**5. Staffing Issues**

To receive a report from the Town Clerk on staffing issues.

**6. Finance Issues**

To approve the monthly management accounts.

To receive a report from the Town Clerk on other finance issues.

**7. Terms of Reference**

To consider Terms of Reference for the Committee.

**8. Internal Audit**

To receive a report from the Town Council's internal auditor.

**9. Investment Strategy**

To consider the updated Investment Strategy for 2025-26.

**10. Reserves Policy**

To consider the updated Reserves Policy.

**11. Disciplinary and Grievance Policies**

To consider the updated Disciplinary and Grievance Policies.

**12. IT and Email Policy**

To consider the draft IT and Email Policy.

**13. Propositions to Full Council**

To consider any other propositions to Full Council from Finance & General Purposes for inclusion in the forthcoming Full Council meeting.

*Vanessa C Lowe*

**Vanessa Lowe**

**Clerk to Alcester Town Council**