



**A MEETING OF ALCESTER TOWN COUNCIL  
FINANCE & GENERAL PURPOSES COMMITTEE IS TO BE HELD AT  
7 pm ON TUESDAY 26<sup>th</sup> AUGUST 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. Audit for year ending 31<sup>st</sup> March 2025**

To receive an update from the Town Clerk on the completion of the annual audit process.

**8. Deed of Agreement – SDC Community Climate and Nature Recovery Fund**

To approve the draft Deed of Agreement with Stratford-on-Avon District Council in connection with successful grant applications from the Community Climate and Nature Recovery Fund.

**9. Mayoral Protocol**

To review the Mayoral Protocol.

**10. Safeguarding Policy**

To review the Safeguarding Policy.

**11. Complaints Procedure**

To review the Complaints Procedure.

**12. Business Continuity Plan**

To note that the Town Clerk has completed the annual review of the Business Continuity Plan.

**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**