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Town Clerk: Andrea Durn

Town Hall
35 High Street
Thornbury
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8 October 2026

To Councillors: Chris Woodhouse (Chair), Helen Ball, Fiona Deas, Chris Bloor, Maggie Tyrrell, Chris Davies, Jayne Stansfield, Chris Rowe and Danny Bonnett.

Please take notice that a meeting of the **Finance & General Purpose Committee** of Thornbury Town Council will be held in the **Council Chamber of the Town Hall** on **13 October 2026** at **7.30pm**.

Committee members are hereby **summoned** to attend the above meeting for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

A Durn
Andrea Durn, Chief Executive

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity.

***Public participation:** Please note that this meeting is open to the public. Please take note of the guidance notes for public participation provided.*

AGENDA

***Emergency Evacuation procedure:** Please familiarise yourself with the emergency evacuation procedure on display in the Council Chamber and acquaint yourself with the nearest emergency exit. The assembly point, in the event of any evacuation, is the area of pavement opposite the Town Hall, by the noticeboard.*
If you would not be physically able to use the stairs in the event of a fire, please inform us of your intention to attend this meeting no later than 9.00am on the Monday before, so that appropriate arrangements can be made.

1. **To receive apologies for absence**
2. **To receive any members declarations of interest**
3. **To receive any representations from the public relating to items on the agenda**
4. **To approve the minutes of the Finance & General Purpose Committee meeting held on 9 June 2026**
5. **To appoint the Vice Chair of the committee**
6. **To consider the following financial matters:**
   - **6.1. To approve the Accounts for Payment (updates to be tabled at the meeting) and ratify payments made out of meeting**
   - **6.2. To receive Bank Reconciliations for September 2026**

6.3. To receive the Equals Card Reconciliations to September 2026

6.4. To receive the Budget Monitoring Reports for September 2026 and agree any actions

6.5. To approve the use of CIL funds for the Skatepark Project

7. To note any Officer decisions made under delegated powers

8. To receive the External Audit Report & Certificate for the 2025/26 accounts and note the external audit report and agree actions

9. To approve the recommendations from the Grants Review Working Group:
9.1. Thornbury Rotary – Defibrillator at Oakleaze: £300
9.2. Krunch – emergency fridge/freezer: £649

10. To note the recent pay award and the increased pay scales backdated to 1 April 2026

11. To note the requirement to change the Councillor with responsibility for checking bank reconciliations and note process for confirming their replacement

12. To receive an update on the MPF Pavilion Refurbishment and Landscape Projects

13. To review and adopt the following policies:
13.1. Complaints Procedure

14. To receive reports from the following service:
14.1. Thornbury Library

15. **EXEMPT: Prior to consideration of the following agenda items, councillors are invited to pass the following resolution: Pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, the Press and Public be excluded from the meeting for the following items of business on the grounds that its consideration would involve the disclosure of exempt information**

16. To consider a request from a lessee to backdate new rental charges to 1 September 2026

17. To note that the deadline for submission of items to the Town Clerk for inclusion in the next agenda is Monday 30 November 2026

18. To note the date of the next meeting: 8th December 2026, to be held in the Council Chamber of the Town Hall