

**A Meeting of Batheaston Parish Council
Finance Committee
is to be held at 7:45pm on Tuesday 15th September 2026
at the Rhymes Pavilion, Coalpit Road, BA1 7NW**



AGENDA AND NOTICE OF MEETING

PROCEDURAL MATTERS

1. **Public participation** regarding matters on the agenda.
2. **To receive** apologies for absence.
3. **To receive** any declarations of interest from Councillors.
4. **To approve** the draft minutes of the meeting of the Committee held on Tuesday 10th June 2026. (Clerk, A)

YEAR-END AND AUDIT PROCESSES

5. **2025/26 Annual Governance and Accountability Return**
 - 5.1. **To receive** a report from the Clerk with the Internal and External Auditors' recommendations and comments, and **to approve** the proposed action plan (Clerk, A)

FINANCE OPERATIONS

6. **Finance Report**
 - 6.1. **To receive** a report from the Clerk on the current financial position, highlighting any variances from budgets, and projections for the remainder of the year. (Clerk, A).
 - 6.2. **To approve** an outline allocation of funding for projects, exceptional items and community grants. (Clerk, A)
 - 6.3. **To receive** a report summarising income and expenditure for major elements of the Council's operations, including the Rhymes Pavilion, the Public Conveniences and the Batheaston Times. (Clerk, A)
7. **Finance Processes**
 - 7.1. **To approve** a report from the Clerk on financial procedures. (Clerk, A)
 - 7.2. **To approve** an improvement plan for financial administration (Clerk, A).
 - 7.3. **To note** the timetable for the development of the budget for 2027/28 (Clerk, A)

8. Procurements

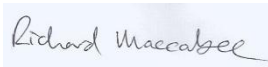
- 8.1. To receive** a summary of recent and forthcoming procurement exercises (Clerk, A)
- 8.2.** To approve the engagement of the Internal Auditor for the current year.
- 8.3.** To approve appointment of Insurers for the coming year.

9. Clerk's Report

- 9.1. To receive** a verbal report from the Clerk.

Council meetings are open to the public, and members of the public are welcome to join and may speak by invitation

Signed: -



Parish Clerk

Date issued: 10th September 2026