QUEDGELEY TOWN COUNCIL
"Working with the community for the community"

LOCAL COUNCIL AWARD SCHEME QUALITY GOLD

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FINANCE AND GENERAL PURPOSES COMMITTEE AGENDA

Cllr Tina Wnukowska
Cllr N Lee
Cllr S Wilcox
Cllr B Smith
Cllr Powell
Cllr D Hobbs
Cllr Pearce

You are **INVITED** to attend a meeting of the Finance and General Purposes Committee in the Committee Room at Quedgeley Community Centre on **Monday 5th October 2026 at 7.00pm**

Jacquie Webster
Town Clerk & RFO

Dated: 29th September 2026

AGENDA

1. **Apologies.**
   To note apologies if any.

2. **Declarations of Interest.**
   To note any declarations of personal and/or prejudicial interests in relation to items on the agenda.

3. **To Approve the Minutes of the committee meeting dated 7th September 2026**

4. **To report on previous actions set on 7th September 2026**
   Increase in office opening times – Agenda Item 11

5. **Correspondence**
   None

6. **To Note the following Accounts Paid by means of electronic banking and Debit Card Payment** for £500.00 or over prior to the publication of the Agenda.

Intocleaning – ***QTC***	£3038.08	BACS	QCC Cleaning Contract
M&D Property - ***R&A/QCC/WSC/KCC/KSP/QTC***	£2089.50	BACS	Groundsman & Handyman contract
PKF Littlejohn – ***QTC***	£2016.00	BACS	Audit Fees
HMRC – ***QTC***	£5635.12	BACS	Tax & NI

To note bank transfers

Community Pantry – Current Account	£129.23	Transfer	Community Pantry costs
Community Pantry – Current Account	£5.95	Transfer	Community Pantry costs
Community Pantry – Current Account	£123.66	Transfer	Community Pantry costs
Community Pantry – Current Account	£6.99	Transfer	Community Pantry costs
Community Pantry – Current Account	£118.43	Transfer	Community Pantry costs
Community Pantry – Current Account	£113.52	Transfer	Community Pantry costs
Community Pantry – Current Account	£116.26	Transfer	Community Pantry costs

Community Pantry – Current Account	£77.05	Transfer	Community Pantry costs
General Reserves – Current Account	£50,000.00	Transfer	Precept Transfer

***Payments under £500.00 are provided by means of the Scribe Pay Schedule and noted under Agenda Item 8*.**

7. **To Note the following Accounts Paid by cheque prior to the Publication of the Agenda for £500.00 or over.**
   None at the time of the agenda.

8. **To approve the following Accounts Paid, for payment and any other accounts received since publication of the agenda for £500.00 – to be confirmed at the meeting.**

Intocleaning – ***QTC***	£3251.87	BACS	QCC Cleaning Contract – due to be paid out 28/10/26

9. **Accounts/Budget Progress 2026/27**
   - Noting of Bank Reconciliation September 2026
   - Overview of expenditure
   - Stats on Income generated from Hiring of Community Centres and Sports Centres

10. **Health & Safety – update from The Clerk**

11. **Further discussion regarding the financial implications for extended office opening hours.**

12. **Update of the following policies:**
    Grants Policy ***attached***
    Financial Regulations ***attached***

13. **Report from PKF Littlejohn for completion of the limited assurance review for year ending 31st March 2026**

14. **Items from Recreation & Amenities Committee:**
    Report by Committee Chair for information only

15. **Items from Planning & Development Committee:**
    Report by Committee Chair for information only

16. **Items from Community Buildings Committee:**
    Report by Committee Chair for information only

17. **Further Business for Referral:**
    To consider any further matters to be referred to Council or another Committee.

18. **Date of Next Meeting – Monday 2nd November 2026**