**Finance and Asset Management Committee**

**Tuesday 18 October 2022**

**Council Chamber**

**Coleford Town Council Offices**

**6.30 pm - 8.30 pm**

**Agenda**

1. **To note apologies**
2. **To declare interests re: items on the agenda**
3. **To allow dispensations requests**
4. **To approve the minutes of 26 September 22**
5. **To raise matters arising from the Minutes of 26 September 22**
6. **To take comments from the Public Forum**
7. **To consider any relevant Staffing Matters, and to make any recommendations, as necessary (In Committee) including:**
   1. **Update re: Appraisals, including Team, training and process/procedure**
   2. **Review Staff Holiday/TOIL Trackers (linked to Contracted Hours / Workloads)**
   3. **Staff leave allocation re: Full Council July 2022 item 94**
8. **To make recommendation re: Coleford Music Festival 2022 spend**
9. **To receive RFO Quarterly Report, and make recommendations, as necessary**
10. **To receive in-house Audit Report, and make recommendations, as necessary**
11. **To receive Compliance Workshop Update, and to make recommendations, as necessary**
12. **To consider VAT, and make recommendations, as necessary**
13. **To review Financial Regulations draft, and make recommendations, as necessary**
14. **To review Five Acres Grant, and make recommendations, as necessary**
15. **To consider Bells Field Proposals (from Environment Committee), and make recommendations, as necessary**
16. **To consider Carnival of Transport (CoT) request, re: Disbursement of Funds**
17. **To receive an update re: KGV works (water and roof), and to make recommendations, as necessary**
18. **To receive update from Parish Inspections Working Group, and to make recommendations, as necessary**
19. **To consider Main Office / TIC IT Hardware, and to make recommendations, as necessary**

**All Council Meetings are Open to the Public**

**If you wish to take part in this meeting please contact via email:** [**ctcoffice@colefordtowncouncil.gov.uk**](mailto:ctcoffice@colefordtowncouncil.gov.uk) **or tel. 01594 832103**

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