



FINANCE & AUDIT COMMITTEE MEETING

24 MARCH 2026

5:00 PM AT THE TOWN HALL

Members of the Finance & Audit Committee are hereby summoned to this meeting.

Recording of meetings by Press and the Public

Recording, filming and photography at meetings of the Council, which members of the public can attend is allowed as long as proceedings at the meeting are not disrupted. Recording is not allowed when the meeting has agreed to formally exclude the press and public due to the nature of business discussed. To minimise disturbance to others attending the meeting please switch your phone or other mobile device to silent mode. Unless agreed otherwise in advance, recording and reporting must take place from the public seating area and should be overt and focused on those speaking at the meeting, not other members of the public.

A G E N D A

- 1. To Accept Apologies for Absence**
- 2. Declarations of Interests** (on items on the Agenda)
- 3. To receive written requests for dispensation**
- 4. Public Participation** on matters under which the Council has control or is a consultative body (subject to a time limit of 15 minutes, 3 minutes per speaker).
- 5. To approve the draft open Minutes of 17 December 2025**

6. Responsible Financial Officer's Open Report

- 6.1. To receive the draft Quarterly Management Accounts for the period 1 April 2025 – 31 December 2026 (Q1-Q3)
- 6.2. Update on current reserves position.
- 6.3. Update on Internal Audit and review of any actions
- 6.4. To review and appoint the internal auditor for 2026-27 and beyond.
- 6.5. Annual Review of Risk Register for recommendation to Town Council
- 6.6. Annual Review of Suppliers & procurement update
- 6.7. Review & recommendation of Investment Strategy Document
- 6.8. Financial Terms of Reference and Financial Regulations – clarity on expenditure sign off procedures
- 6.9. Expenditure approvals
 - 6.9.1 Insurance Premium for 2026-27
 - 6.9.2 STC share of Christmas Market Costs 2025-26
 - 6.9.3 Tree works in open spaces

7. Responsible Financial Officer's Verbal Report

For information only

8. Town Clerk's Verbal Report *For information only*

9. Items Carried Forward from Previous meetings for update – *For information only*

10. Items For Information Only / Future Agendas

For information only

- 10.1 Review of Banking arrangements for both STC and Mayor's Good Causes, and their implications.
- 10.2 Annual Review of Reserves Policy

Caroline Nash
Town Clerk
18 March 2026