

**Salisbury City Council**  
The Guildhall  
Market Place  
Salisbury  
SP1 1JH



**Officer to contact:** Penny Muxworthy, Corporate Services Office  
**Direct line:** 01722 342860  
**Email:** [corporate@salisburycitycouncil.gov.uk](mailto:corporate@salisburycitycouncil.gov.uk)  
**Website:** [www.salisburycitycouncil.gov.uk](http://www.salisburycitycouncil.gov.uk)

### **To all Members of the Finance and Governance Committee**

Chair: Cllr A Bayliss

Vice Chair: Cllr I Tomes

Cllrs: V Charleston, S Hocking, A Hoque, T Last, J Nettle, R Rogers and J Wells.

You are summoned to attend a meeting of the **Finance and Governance Committee** of Salisbury City Council to be held on **28 October 2024** at **the Guildhall** at **6:30pm**.

This Committee meeting is open to the public and press to attend and those attending the meeting are reminded that they may be recorded.



**Asa Thorpe**  
**Chief Executive Officer**

18 October 2024

cc: All other Members of the Council for information.

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## **Agenda**

1. **Apologies:**

To receive any apologies for absence.

2. **Public Questions/Statement Time:**

To receive any questions or statements from members of the public.

*Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the Chief Executive Officer by midday on the working day before the meeting (ie by Friday 25 October 2024 to [corporate@salisburycitycouncil.gov.uk](mailto:corporate@salisburycitycouncil.gov.uk) ).*

3. **Councillor Questions/Statement:**

To receive any questions or statements from Councillors.

*Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the Chief Executive Officer 1 working day prior to the date of the meeting. For urgent questions/statements for which no notice has been given, a copy of the question/statement must be delivered to the Clerk by three o'clock on the day of the meeting (ie by Monday 28 October 2024 to [corporate@salisburycitycouncil.gov.uk](mailto:corporate@salisburycitycouncil.gov.uk) ).*

4. **Minutes of Previous Meeting:**

To approve as a correct record and sign the minutes of the last meeting of the Finance and Governance Committee held on 29 July 2024.

5. **Declarations of Interest:**

To receive any Declarations of Interest from Councillors in respect of this agenda. Councillors do not have to declare an interest which is already noted on the Council's website, although they may choose to do so.

6. **Dispensations:**

To note any Dispensations agreed by the Chief Executive Officer in respect of this agenda prior to the meeting, and to determine any additional Dispensations requested at this meeting in respect of this agenda.

7. **Chairman's Announcements:**

To receive any announcements from the Chairman.

8. **Budget Monitoring Report:**

To receive Budget monitoring report.

*Background Papers:*

**[Budget monitoring report for 202425 P5 Plus Appendices](#)**

*Contact Officer:* Steve Bishop (01722 342860)

9. **S.106 Receipts report:**

To receive a report on Section 106 receipts.

*Background papers:*

**[Latest position on s.106 receipts and Appendix](#)**

*Contact Officer:* Steve Bishop (01722 342860)

10. **Review of Corporate Credit Card Policy:**

To receive report with proposed named card-holders.

*Background papers:*

**[Review of Corporate Credit Card Policy](#)**

*Contact Officer:* Steve Bishop (01722 342860)

11. **Update Report on Full Codes Transition:**

To receive verbal update.

*Contact Officer:* Steve Bishop (01722 342860)

12. **Exempt Information:**

In view of the confidential and sensitive nature of the matters to be considered, the Finance and Governance Committee will consider excluding the press and public from the meeting during the consideration of agenda item 13. This is based on the grounds that it may involve the disclosure of 'exempt information' as defined in Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) Variation Order 2006, where the public interest in maintaining the exemption outweighs the public interest in favour of disclosure. The relevant exempt information is explained below:

**Agenda Item 13: Legal Matters**

Paragraph 3: Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Paragraph 5: Information relating to any action taken or to be taken in connection with the prevention, investigation, or prosecution of crime.

14. **Matters, if any, which by reason of special circumstances the Chairman decides should be discussed as a matter of urgency for information only. Please note that the Council cannot lawfully consider or determine any matter which is not specified on the Agenda of this summons.**