

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



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**To all Members of the Finance Committee:**

Chair: Cllr S Charleston                      Vice Chair: Cllr A Hoque

Cllrs: A Bayliss, M Brown, S Hocking, T Last, R Rogers, A Suddards

You are summoned to attend a meeting of the **Finance Committee** of Salisbury City Council to be held on **Monday 24<sup>th</sup> November 2025 at 6:30pm at the Guildhall.**

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

A handwritten signature in black ink, appearing to be 'Asa Thorpe', written in a cursive style.

**Asa Thorpe**  
**Chief Executive Officer**  
17 November 2025

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/Statements:**

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

*In accordance with the Council's Standing Orders, written notice of any question or statement must be submitted to the Chief Executive Officer by 12 noon on the working day prior to the meeting. Notices should be sent to:*

[corporate@salisburycitycouncil.gov.uk](mailto:corporate@salisburycitycouncil.gov.uk).

3. **Councillor Questions/Statements:**

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, one 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 Chief Executive Officer by three o'clock on the day of the meeting [corporate@salisburycitycouncil.gov.uk](mailto:corporate@salisburycitycouncil.gov.uk).*

4. **Minutes of Previous Meeting:**

To approve as a correct record and authorise the Chair to sign the minutes of the last meeting of the Finance Committee held on 01 September 2025.

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. **Chair's Announcements:**

To receive any announcements from the Chair.

8. **Budget Monitoring Report for 2025/26:**

To receive and consider the latest Budget Monitoring Report for the financial year 2025/26 (to Month 6 / Q2).

*Background Papers: [Budget Monitoring Report](#)*

*Contact Officer: Responsible Finance Officer, Steve Bishop (01722 342860)*

9. **Internal Auditor's interim report dated September 2025:**

To receive and consider audit findings regarding the system of internal control and governance.

*Background Papers: [Interim Internal Auditor Report](#)*

*Contact Officer: Responsible Finance Officer, Steve Bishop (01722 342860)*

10. **Virements (2025/26):**

Receive Report of all virements over £50k as per Financial Regulation 4.2, and to also seek clarification of any virement constraints.

*Background Papers:* [Virements \(2025/26\)](#)

*Contact Officer:* *Responsible Finance Officer, Steve Bishop (01722 342860)*

11. **Matters, if any, which by reason of special circumstances the Chair 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.**