

The Guildhall  
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### To all Members of the Finance and Governance Committee

Chair: Cllr S Jackson

Vice Chair: Cllr K Daley

Cllrs: S Berry, C Corbin, K Daley, M Dean, S Hocking, S Jackson, Dr M McClelland, M Osment and I Tomes.

You are required to attend a meeting of the **Finance and Governance Committee** of Salisbury City Council to be held on **15 October 2018** 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.

A handwritten signature in black ink that reads "Annie Child". The signature is written in a cursive style with a long horizontal stroke at the end.

**Annie Child**  
City Clerk

cc: All other Members of the Council for information.

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## Agenda

1. **Apologies:**

To receive any apologies for absence.

2. **Change to Committee Membership:**

To note the replacement of Cllr Jackson by Cllr Sirman on this committee, in accordance with Standing Order para 28, the City Clerk being provided with written notice by Cllr Dean.

3. **Election of Chairman**

To elect a Chairman of Finance and Governance Committee for the remainder of the municipal year following Cllr Jackson's replacement on the committee.

4. **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 Clerk by midday on the working day before the meeting.*

5. **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 City Clerk 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.*

6. **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 16 July 2018.

7. **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.

8. **Dispensations:**

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

9. **Chairman's Announcements:**

To receive any announcements from the Chairman.

10. **City Grants**

To consider and approve applications for City Grants

*Background Papers:* See attached Grant Application Forms  
*Contact Officer:* Annie Child (01722 342860)

11. **Budget Monitoring:**

To receive an account of the most recent revenue and capital budget position.

*Background Papers:* See attached report  
*Contact Officer:* Estelle Sherry (01722 342860)

12. **Debt Recovery Policy:**

To receive a report from the Responsible Financial Officer.

*Background Papers:* See attached report  
*Contact Officer:* Estelle Sherry (01722 342860)

13. **Annual Risk Management Report:**

To conduct the annual review of the Council's Risk Management Strategy and note the Strategic Risk Register Summary.

*Background Papers:* See attached report  
*Contact Officer:* Annie Child (01722 342860)

14. **Petition Policy:**

To approve a Petition Policy.

*Background Papers:* See the attached draft policy  
*Contact Officer:* Annie Child (01722 342860)

15. **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.**